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ACRONYMS

ABS	:	Asset & Benefit Sharing
AMEU	:	African Methodist Episcopal University
AWP	:	Annual Work Plan
C & E	:	Compliance & Enforcement
CBD	:	Convention on Biological Diversity
CEPA	:	Communication, Education & Public Awareness
CI	:	Conservation International
DOPP	:	Department of Planning & Policy
EEP	:	Energy & Environment Project
EPA	:	Environmental Protection Agency
ERC	:	Environmental Resource Center
ESIA	:	Environmental and Social Impact Assessment
ESWG	:	Environmental Sector Working Group
EU	:	Environment Units
GAC	:	General Auditing Commission
GCF	:	Green Climate Fund
HR	:	Human Resource
IAA	:	Internal Audit Agency
IFMIS	:	Integrated Financial Management Information System
LFSP	:	Liberia Forest Sector Project
LMA	:	Line Ministry & Agency
MEAs	:	Multilateral Environmental Agreements
MFDP	:	Ministry of Finance & Development Planning
MLME	:	Ministry of Lands, Mines & Energy
MPW	:	Ministry of Public Works
NEAP	:	National Environmental Action Plan
NGO	:	Non-Governmental Organizations
NRS	:	National Reporting System

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ODS	:	Ozone Depleting Substances
PCS	:	Paynesville Community School
PFM	:	Public Financial Management
PIF	:	Project Information Format
SEIS	:	Shared Environmental Information System
SOE	:	State of the Environment
TEEB	:	The Economy of the Ecosystem and Biodiversity
TOR	:	Term of Reference
UL	:	University of Liberia
UNEP	:	United Nations Environment Programs
WED	:	World Environment Day
WOD	:	World Ozone Day
WWD	:	World Wetlands Day

INTRODUCTION

The Environmental Protection Agency of Liberia is the principal Agency of the Liberian Government with the foremost responsibility of managing the country's environment. In close consultation with relevant line ministries, the EPA coordinates monitors and supervises all activities related to the protection of the environment and sustainable use of natural resources. The Agency also harmonizes and integrates the implementation of environmental decisions and policies and proposes environmental policies and strategies to the policy council.

The EPA is suitably charged with the responsibility of collecting, analyzing and preparing basic scientific information pertaining to pollution, degradation, quality, and standards, etc. For efficient productivity, the Agency is also obligated by its law to build the capacity of line Ministries, authorities and organizations through an exchange of data and information and as well render technical support in order to provide them with the appropriate training in areas of the environment.

The Agency is run by an Executive Director and aided by a Deputy Executive Director. The EPA has five (5) Departments and the Multilateral Environment Agreements (MEAs). Each Department is headed by a manager while the MEAs is managed by a Coordinator with a Focal Point Persons for each convention, protocols, and projects, etc. These Departments include:

- 1. ADMINISTRATION**
- 2. FINANCE**
- 3. ENVIRONMENTAL PLANNING AND POLICY**
- 4. INTERSECTORAL COORDINATION**
- 5. COMPLIANCE AND ENFORCEMENT**

The EPA is an autonomous regulatory institution that receives annual budgetary allocation/support from the national government. The Agency also collects fees for its ESIA administration; it imposes fines on violators of guidelines and regulation governing the usage of the environment and such fines are deposited in government's revenue at the Central Bank of Liberia. Funding is also provided to the Agency by international organizations for the implementation of its MEAs related activities. The Agency cannot fully carry out its directive without financial support.

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The collaboration with lined Government entities and Donor contributions helped maintain the Agency during the year under review. This annual report provides information, statistics, and photos for reference and stakeholders decisions on the sustainable management of the environment. It further provides an overview of key challenges experienced by the EPA during the period under review. Our Management team, stakeholders, and international partners, under the guidance of our Board, continue to work assiduously in strengthening the Agency for effective, efficient and sustainable governance of the environment.

As of the period under review, the Government of Liberia, through the EPA has signed and ratified key international conventions and protocols that include the following:

CATEGORY I: Biodiversity Convention & its Related Protocols and Mechanisms

1. Convention on Biological Diversity
2. Cartagena Protocol on Biosafety
3. Clearing House Mechanism
4. Nagoya Protocol on Access and Benefits sharing
5. RAMSAR Convention on Wetlands
6. CITES (Convention in International Trade in Endangered Species)
7. Convention on Migratory Species
8. Convention on Plant Genetic Resources for food and agriculture

CATEGORY II: Climate Change & its related protocols

1. United Nations Framework Convention on Climate Change
2. Kyoto Protocol
3. Clean Development Mechanism
4. Doha Amendment on the Kyoto Protocol

CATEGORY III: Chemical and Hazardous Substances

1. Stockholm Convention on Persistent Organic Pollutants (POPs)
2. Basel Convention on Trans-Boundary movement of Hazardous Wastes and Chemicals
3. Rotterdam Convention on Hazardous Chemicals
4. The Montreal Protocol on Ozone Layer



MESSAGE FROM THE EXECUTIVE DIRECTOR

Distinguished ladies and gentlemen
Friends and professional Colleagues –

We have been hard at work ensuring the implementation of President George Manneh Weah's national Development agenda, PAPD, during my second year as EPA Executive Director. His courage and leadership have been key to our success. From his decision to sign the Paris Accord to his willingness in empowering EPA to review major development projects including the **Bailee Island Project** is a key indication of the President delivering on his promises and getting results for the Liberian people. We are following his lead. Days after being sworn in, I addressed EPA's employees and committed to listening and working cooperatively with them and other stakeholders to tackle today's environmental challenges. In my first year, I traveled to many nation around the world in an effort to rebrand the EPA and secure funding to combat essential environmental actions including the Coastal Defense Projects, the United Nations Cross Cutting Capacity project, and met key local government officials to discuss issues affecting their territories. In the course of the year under review, I also met with relevant environmental stakeholder groups. We are taking important actions in collaborating with national and international partners to develop environmental management programs in direct fulfilment of the Government Pro-Poor Agenda. I committed to refocusing the Agency in its core mission. Today, we are focusing on developing critical mitigating actions on climate change, improving air quality and providing the necessary support in rebuilding the country infrastructure. Finally, I promised that we would restore the rule of law governing the management of our environment. This will be achieved through the application of the Environmental Protection and Management Law of Liberia (EPML) to ensure full compliance in line with the mandate that created the Environment Protection Agency of Liberia. We are rescinding and replacing the burdensome EIA processes and we are also trying to end the harmful and wrongful practice of "sue and settle in violation of our environmental laws unless extremely necessary." These are just a few examples of my

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commitment to fulfilling these promises. This report details EPA's accomplishments and what they mean for the Liberian people and the environment. The sum of these actions is monumental: **in year two, EPA finalized bilateral and multilateral agreements that generated millions of dollars for climate actions**, scaled up intense efforts to ensure funding availability for the Monrovia Metropolitan Coastal Defense Project and other coastal defense projects across the country.

The Environmental Protection Agency of Liberia has also review and approved key national development projects and is currently concluding number of project proposals including the Global Environment Facility to support the management of our environment in line with the Government of Liberia national development agenda the PAPD. We have made tremendous progress in year two to implement the President's vision. EPA today is more efficient, more effective and more transparent in carrying out its all-important task of protecting human health and the environment. Much work remains to be done though. We will work with municipalities to revitalize our nation's crumbling waste management system and infrastructure; we will continue to mobilize resources for positive national environmental actions; and we will work with stakeholders to continue to improve the quality of our natural resources. Thanks to our team for their hard work in making sound reforms and improvements in year two, we now have the frameworks and mechanisms such as chemical and GIS laboratories in place, an effective and robust media actions that include a newsletter for public awareness as well as a well plan inter-sectorial coordination that brings together government line ministries and agencies and development community to tackle many more environmental problems head on.

I look forward to working together to accomplish even more progress in 2020.

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Consistent with our mandate, the EPA has continuously adhered to the provisions of Section 5 of the EPA Act of 2003, which describes the Agency, inter alia, as the “*principal authority in Liberia for the management of the environment*” and the co-coordinator, monitor, and supervisor of “*relevant stakeholders on all activities in the protection of the environment and sustainable use of natural resources.*”

These mandates were executed under eight (8) strategic interventions with identifiable goals:

- Goal 1:** Building effective and efficient institutional and human capacities;
- Goal 2:** Completing decentralization process of EPA operations;
- Goal 3:** Developing and enforcing Environmental Laws, Regulations and Guidelines;
- Goal 4:** Developing effective Environmental Communication, Education and Public Awareness;
- Goal 5:** Ensuring effective Environmental Planning and Reporting;
- Goal 6:** Ensuring effective Environmental Monitoring, audit and evaluation;
- Goal 7:** Developing strategies internal and external Co-operation for funds Mobilization and;
- Goal 8:** Implementing Multilateral Environmental Agreements (MEA’s)

As we seek to fulfill our mandate to its fullest, we demonstrated our commitment by maintaining qualified, competent and diligent staff/human resource to propel the full functionality of the Agency. This was a hallmark achievement which set the basis for institutional strengthening.

the Management Team ensured that the following were achieved, improved and further strengthened: Transparency in internal procurement/control process, Internal Audit processing and standards, Financial Management systems, Administrative and Human Resource vibrancy, staff relations and capacity building, increased compliance monitoring and enforcement, maintain effective communication with various stakeholders and awareness, policy development and planning, the review and updating of the EPA 5 year Strategic Plan.

VISION

ALIGNING OUR RESPONSIBILITIES TO THAT OF THE AGENDA FOR TRANSFORMATION (AFT)

- ❖ *Harmonize and clarify sector environmental policies, plans, monitoring, coordination, resource allocation and reporting responsibilities to support implementation of national environmental policy*
- ❖ *Strengthen ownership and capacity of government agencies, private sector and CSOs to understand and monitor environmental policies and regulations*
- ❖ *Improved coordination of information collection for environmental planning*
- ❖ *Strengthen ownership and participation of communities in a decentralized natural resource management and decision-making on environmental issues.*
- ❖ *Integrate payment for environmental services (PES) into natural resource management policies & practices*

STRATEGIC GOALS

- ❖ *Develop policy framework to support climate change responses for Liberia*
- ❖ *Strengthen strategic planning and support for climate change oversight*
- ❖ *Advance climate change outcomes among key groups*
- ❖ *Increase commitment to climate change response in Liberia*
- ❖ *Building Effective and Efficient Institutional and Capacities;*
- ❖ *Decentralization Process of EPA Operations,*
- ❖ *Developing and Enforcing Environmental Laws, Regulations and Guidelines,*
- ❖ *Effective Environmental Communication, Education & Public Awareness Programs,*
- ❖ *Ensuring effective Environmental Planning & Reporting,*
- ❖ *Ensuring effective Environmental Monitoring, Audit and Evaluation,*
- ❖ *Developing Strategic Internal and External Cooperation for Funds Mobilization,*
- ❖ *Mainstreaming Climate change and Implementing Multilateral Agreements*

OUR WORK: IN NUMBERS

10 *Know
your Environment
(KYE) Forum
Conducted*

500
*Sectoral
Compliance
Monitoring Visits*

3 *million*
*Secured for mainstreaming
MEA's*

52
*ESIA Sitings
& Stakeholder
Engagement*

12 *staffs*
*Trained locally and
internationally*

100 *Environmental*
inspectors
*Trained in compliance
monitoring*

100
*Environmental
Related Cases
Successfully
Investigated*

STATEMENT OF STEWARDSHIP

The mission of the Environmental Protection Agency (EPA) of Liberia is “ to ensure that the environment is clean, safe and healthy by working with partners to create effective environmental communication, education and public awareness; developing laws, regulations, policies and standards; effectively monitoring compliance to environmental laws and policies; providing high quality information and advising on the state of the environment and related matters; ensuring effective environmental planning and reporting”.

In line with the efforts to rebrand the Environment Protection Agency of Liberia, several actions were taken to address the deliverables in numerous forms including: rapid compliance monitoring of individuals and institutional projects, public awareness and education, the use of the three legal instruments (EPML, NEPL & the Act) for the development of multiple sector specific standards, regulations, guidelines and checklists. Additionally, the rebranding of the Agency also evolved the decentralization of the ESIA administration in ten of the fifteen counties of Liberia as well as institutional execution of statutory mandates to sectoral and multilateral coordination and implementation.

COMPLIANCE MONITORING AND ENFORCEMENT

Consistent with Section 6 of the EPML (Function of the agency) which states “Monitor and assess projects and activities including activities being carried out by relevant ministries and bodies to ensure that the environment is not degraded by such activities and that environmental management objectives are adhered to and adequate early monitoring of impending environmental emergencies is given, the EPA through the Department of Compliance and Enforcement (C & E), conducted seventy six sectoral compliance monitoring visits to project sites, conducted forty Environmental and Social Impact Assessment (ESIA) sittings and stakeholders engagements during the period in review.

SECTOR SPECIFIC POLICIES STANDARDS, REGULATIONS, AND GUIDELINES

Part III, IV &VI of the Environment Protection and Management Law of Liberia (EPML) mandates the development of sector-specific policies, standards, regulations, and guidelines for the management of the environment and natural resources. In compliance with this

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mandate, the EPA developed several paramount policies: The SEIS, National Wetlands and Climate Change Policies among others.

The ultimate aim of these Policy is to significantly enhance and improve environmental sustainability and the living conditions of the entire human inhabitants of the country. It also seeks to ensure reconciliation and coordination between economic development/growth and sustainable management of wetlands and their resources. On the other hand, the National Climate Change Policy aims at strengthening national institutions, communities, and initiatives so that, they have a stronger capacity for adaptation, disaster risk reduction and mitigation, which can contribute to increased resilience and achievement of the national development agenda and sustainable development goals of Liberia. The EPA has sourced funding through the Liberia Forest Sector Project (LFSP) to hire consultants to finalize its draft standards, regulations, and guidelines in specific sectors such as water, air, noise level, waste, ESIA, etc.

SECTORAL COORDINATION

The Act establishing the Environmental Protection Agency provides for the sustainable management of the environment through coordination with relevant line ministries, agencies, and institutions. In compliance with the Act, the EPA established two (2) cardinal sectoral coordination mechanisms to further support the Department of Inter-Sectorial Coordination; the Environmental Sector Working Group (ESWG) and the REDD+ Technical Working Group. The ESWG was established to ensure the successful implementation of interventions by the Environment Sector of Pillar II and IV of the Pro-poor Agenda for Prosperity (PAPD), Government of Liberia national development blueprint. This group comprises relevant government ministries and agencies, development partners and civil society institutions. On the other hand, the REDD+ Technical Working Group draws together institutions in like manner as the ESWG to discuss and address issues relevant to reducing emissions, deforestation, and degradation in a bid to sustainably manage the Liberian forest.

PUBLIC AWARENESS AND EDUCATION

As one of its cardinal obligations to ensure public awareness, education and participation as provided for by Part II, Section 6 of the EPML, the EPA conducted several community environmental dialogues, established environmental clubs and Environmental Units in government ministries and agencies. Additionally, the arrangements between the EPA and

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the College of Agriculture and Forestry at the University of Liberia (UL), to launch a department for Environmental Studies as a degree program was finalized while at the same time the program for students studying Air Conditioning and Refrigeration at the Monrovia Vocation Training Center is ongoing.

WHO WE ARE

OUR VISION:

***A Clean Safe
and Healthy
Environment***

CORE VALUES:

***The EPA Shall Endeavor
to Achieve Corporate by:***

- ❖ *Integrity*
- ❖ *Reliability*
- ❖ *Accountability*
- ❖ *Transparency*
- ❖ *Professionalism*
- ❖ *Efficiency*
- ❖ *Respect For All*
- ❖ *Honesty*
- ❖ *Excellence*
- ❖ *Responsibility And*
- ❖ *Team Work*

OUR MISSION:

To ensure that the environment is clean, safe and healthy by:

- *Working With Partners to Create Effective Environmental Communication, Education and Public Awareness;*
- *Developing Laws, Regulations, Policies and Standards;*
- *Effectively Monitoring Compliance to Environmental Laws and Policies;*
- *Providing High Quality Information And Advising on the State of the Environment and Related Matters;*
- *Ensuring Effective Environmental Planning And Reporting*

OUR MANDATE:

The Environment Protection Agency (EPA) of Liberia was created by an Act of Legislature in 2003 With the Mandate to Carry Out the Following as Mentioned Below:

- ❖ *Monitor*
- ❖ *Co-ordinate and*
- ❖ *Supervise the Sustainable Management of the Environment in Partnership With Other Line Ministries and Agencies.*

HIGHLIGHTS OF THE YEAR

During the year under Review, we drafted Swimming Pool Guidelines & Water Quality Regulations and Wetland Regulations

EPA Received Best Regulatory Agency Award

Conducted 52 Internal Review Sittings

Secured Over 3 Million Funding For Mainstreaming of MEAs

EPA -Liberia Staff Elected on the Climate Fund Board Replacing Malawi

Celebration of World Wetlands Day

Secured Funding for the Development of 2nd SOE Report

Trained 100 environmental inspector in compliance monitoring.

Conducted JEEB Study on Mangrove Ecosystem in Six Counties

Conducted Lectures in Biosafety at Universities

Celebration of World Environment Day

Conducted Full Scale Compliance



Output 1: Compliance Monitoring

“Developing and Enforcing Environmental Laws, Regulations and Guidelines”



DEPARTMENT'S MANDATE

The Department of Compliance and Enforcement is responsible for coordinating the Environmental and Social Impact Assessment (ESIA) processes, issuing permits to approved projects, and carry out compliance monitoring. In addition to coordinating the compliance processes, the Department provides guidance for conservation and sustainable natural resources management. The Department is headed by a manager and supported by five assistant managers. The Environmental and Social Impact Assessment (ESIA) Unit is responsible to drive the ESIA processes, receive applications for permits and recommend the issuance or rejection of permits to proponents. The Technical / Enforcement Unit is responsible to conduct an investigation of complaints of environmental concerns and carry out environmental inspections and monitoring to ensure compliance with a permit terms conditions, in line with the environmental protection and management laws of Liberia. The Environmental Research and Standards Unit is responsible to formulate standards, regulations and guidelines and compliance monitoring activities and investigate environmental qualities through laboratory analyses. The Conservation Unit is responsible to develop policy and guidelines for the management of wetlands and protected areas. Administration/County Coordination Unit provides administrative supervision to the county offices, including training and logistics as well as other administrative issues related to the Department.

ACHIEVEMENTS

During the year under review, the Agency made several outstanding achievements in the Compliance Monitoring plan significant amongst which were:

- Published a Research Paper on Geotechnical Characterization of soils for Use as Landfill Liner: A case study of soil samples from the Paynesville Sandstone and Farmington River Formation, Liberia by Y. C. Baysah et al.
- Planned and conducted five (5) days training for Environmental Technician and Inspectors, on the Environmental Impact of high Voltage Transmission Line Projects.
- Facilitated the supplies of Laboratory Equipment containing air quality monitoring kit and other apparatus under the TRANSCO CLSG Project.
- Mapped the Kpatawee Wetland and delineated the Ramsar Protected Area with boundary, social livelihood, land cover, slope, and biodiversity Developed the Flood risk map

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through the GIS Lab within the Compliance Enforcement Department, a, needing validation in 2019.

- Finalized the preparation of a database of all accredited laboratories for publication on the Agency's website.
- Drafted key regulations as following: Swimming Pool Guidelines, Water Quality Regulations and Wetland Regulations.
- Developed Liberia's coastline vulnerability map
- Successfully finalized the validated of the drafted GIZ/EPA Capacity Development Plan to monitor and inspect the mining sector of Liberia.
- Mapped eighteen (18) wetland hotspots and presented it to the National Legislature, key stakeholders, and the Public for preparedness actions.
- The purchasing of two drones to aid in monitoring of wetlands and nationwide environmental compliance monitoring; was also done.
- Conducted three hundred seventy three (373) compliance inspections during the Nationwide Compliance Monitoring.
- Developed windstorm map of Liberia
- Submitted five (5) draft regulatory instruments for validation to the ECOWAS Bureau for Standardization.
- The constitution of an Environmental Research Group was also a major hallmark of achievement during the period under reviewed.

Compliance Monitoring had twenty three (23) key outputs or targets to be achieved and fully implemented for the period under review. These outputs were selected covering all aspects of compliance enforcement mandates within the Agency. The Actual percentage achieved as per each outputs amounted to a total score of 83.3%; for outstanding achievements six outputs where overly performed by the Agency; output 1, output 2, output 3, output 6, output 10 and output 23, these are areas where the Agency undertake more intervention of work deliverable beyond the targeted.

These outputs include:

Output 1: Conduct Nationwide Compliance Monitoring of major projects in the 15 Counties across Liberia for at-least 70 projects

Output 2: Conduct compliance inspection of 500 projects and other activities in Montserrado and other counties

Output 3: Conduct investigation into 100 of the environmental complaints brought to the Agency

Output 4: Deploy EPA Inspectors in 15 counties across the country

Output 5: Arrange Foreign Training for Staff of C&E

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Output 6: Collaborate with MACS/NGOs to intervene in environmental issues through at least 30 meetings and/or synergies

Output 7: Establish EPA offices in the five (5) remaining counties.

Output 8: Procure land transport vehicles: 10 motorbikes, office equipment and other supplies: laptop, printer, modem rain gargets, jackets and other PPE's for C&E

Output 9 Refurbish 4 county offices

Output 10: Conduct forty four (44) internal review sittings

Output 11: Conduct seven (7) stakeholders' consultative meetings

Output 12: Expand Sector Regulator Activities not currently cover by the Agency

Output 13: Carried out awareness on EPA Permitting Process within major cities of the 15 counties across the country.

Output 14: Develop, update, finalize & validate seven key environmental standards & regulations & guidelines

Output 15: Equip the central laboratory with modern apparatus, reagents & field compliance monitoring tool kits, repair of workstations and Air conditioner

Output 16: Organize the celebration of World Wetlands

Output 17: Conduct intensive engagement of three communities in conservation of wetlands

Output 18: Identify wetlands and other Hotspots that require monitoring

Output 19: Development of an Environmental Management Plan (EMP) for at least two(2) Major wetland of International Importance

Output 20: GIS Mapping of all active Mining, Plantation and Forestry EISA Licenses for compliance monitoring

Output 21: Domestication of at least 5(five) MEAs Convention into Compliance Enforcement Activities

Output 22: Develop a National Pollutant/ Chemical Registry to cover chemicals used in all industries across Liberia

Output 23: Log Water, Soil and Air Quality data for 50 projects across Liberia

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Table 1: Agency's achievements for the period under review for Compliance and Enforcement

Outputs To Be Implemented	Activities Undertaken	Percentage Allotted	Percentage Achieved	Percentage Unachieved
OUTPUT 1: Conduct Nationwide Compliance Monitoring of major projects in the 15 Counties across Liberia for at-least 70 projects	Conducted compliance monitoring for three hundred(300) projects beyond 70(seventy) proposed target	8	8	0
OUTPUT 2: Conduct compliance inspection of 500 projects and other activities in Montserrado and other counties	Conducted inspection of 1419 projects and other activities in Montserrado and other counties	8	8	0
OUTPUT 3: Conduct investigation into 100 of the environmental complaints brought to the Agency	Investigated and resolved 162 environmental related complains	5	5	0
OUTPUT4: Deploy EPA Inspectors in 15 counties across the country	100 candidates shortlisted from written exams and interviews, training completed pending recruitment and deployment.	5	3.75	1.25
OUTPUT 5: Arrange Foreign Training for Staff of C&E(Five Unit)	Six staff from the department benefited Foreign Training 4 th Quarter, similar number during the 3 rd Quarter thereby amounting to 12(twelve) foreign training attended during the period	5	5	0
OUTPUT 6: Collaborate with MACS/NGOs to intervene in environmental issues through at least 30 meetings and/or synergies	Meeting attended during the quarters for collaboration and address environmental issues are highlighted as: 1 st Quarter; (20) meetings were attended, 2 nd Quarter (20) meeting were also attended, 3 rd quarter (23) meetings were attended while at the 4 th Quarter; (31) meetings were attended, amounting to ninety four (94) meetings attended in all.	3	3	0
OUTPUT 7: Establish EPA offices in five remaining	Started Working with executive and administration to request Ministry of	6	2	4

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counties.	Internal Affairs through its local authorities to identified and provide office space for EPA with in the county.			
OUTPUT 8: Procure land transport vehicles: 10 motorbikes, office equipment and other supplies: laptop, printer, modem rain gargets, jackets and other PPE's for C&E	<p>Work with Procurement Unit to procure laptop, printer, modem rain gargets, jackets and other PPE's for C&E</p> <p>Received additional supplies under the SAPEC project 10 laptop computers, 10 pieces of GPS, 12 suits of rain gears and stationaries were distributed to the inspectors;</p> <p>While the Wild Japanzee also purchase of one printer and one motor bike for Conservation officer of the Agency</p> <p>Sixty(60) pieces of PPEs were also purchase by the Agency</p> <p>One(1) vehicle has been designated for the establishment of a wetland taskforce</p> <p>Two(2) drone was purchase</p>	3	3	0
OUTPUT9: Refurbish 4 county offices	Started to initiate Collaboration with VPA and FDA-LFSP to refurbish four county offices; During the period, Under the LFSP Project, two Regional Headquarters as co-location for EPA and FDA is ongoing with construction work in Bomi and Grand Bassa County	5	2.5	2.5
OUTPUT 10 Conduct forty(44) internal review sittings	For the period under review from 1 st to 4 th Quarter of December 14, a total of 52 ESIA sitting was conducted in all	6	6	0
Output 11: Conduct seven (7) stakeholders' consultative meetings	A total of eight(8) Stakeholder Consultative meeting successfully held during the period 1 st to 4 th Quarter of 2019	3	3	0
Output 12: Expand Sector Regulator Activities not currently cover by the Agency	Hotel and Guest houses are now regulated by the Agency, Sachet water producer	5	3.5	1.5

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	<p>facility operations are being improved with the Agency regulations, compliance notes issued to all Funeral Homes, with ongoing engagements with the Agency</p> <p>Challenge: validation of relevant regulatory tools(guidelines)</p>			
Output 13: Carried out awareness on EPA Permitting Process with in major cities of the 15 counties across the country	<p>Concept Note has being developed and submitted to Executive office for Approval, publication of the ESIA permitting process on the Agency Website,</p> <p>Introduction of the Knowledge management for information and data sharing among MACs</p>	5	3	2
Output 14: Develop, update, finalize & validate seven key environmental, standards & regulations & guidelines.	<p>Seven (7) key environmental standards and regulations were prepared and approved but are yet to be validated and completed</p> <p>Concept Note and budget developed for validation program,</p>	4	3	1
OUTPUT 15: Equip the central laboratory with modern apparatus, reagents & field compliance monitoring tool kits, repair of workstations and Air conditioner (GIZ MOU)	<p>Procurement process ongoing for the purchase of Laboratory equipment and reagents under the LFSP project</p> <p>Laboratory equipment and reagent supplied under the TRANSCO CLSG Project</p> <p>Air particulate monitor</p>	5	5	0
OUTPUT 16: Organize the celebration of World Wetlands Day	The World Wetland Day successfully celebrated and achieved in 2019	3%	3%	0%
OUTPUT 17: Conduct intensive engagement of three communities in conservation of wetlands	Town Hall Meetings convene with relevant wetland communities(SKD Boulevard, Kessely Boulevard, Matalidi, Awareness and education provided, Wetland Security Deployed	3%	3%	0%
Output 18: Identify wetlands and other Hotspots that require monitoring	18 Wetlands hot spot map out as being under threat with relevant change analysis of ten years period (2008-2019)	3	3	0
Output 19: Development of an Environmental Management Plan(EMP) for at least two(2) Major	Draft Concept Note for Wetland restoration developed, two drones purchase for mapping and monitoring of	3	1.5	1.5

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wetland of International Importance	wetlands. Successful stakeholder engagement completed at the Kpatawee Wetland, with relevant education and awareness messages, disseminated to promote local ownership in the management process			
Output 20: GIS Mapping of all active Mining, Plantation and Forestry ESIA Licenses for compliance monitoring	Purchasing of Drones Acquire shape files from National Bureau of Concession, GPS coordinates from ESIA Submissions, and Development of Geo-Spatial Database for analysis concession overlaps and environmental compliance	3	3	0
Output 21: Domestication of at least 5(five) MEAs Convention into Compliance Enforcement Activities	Two pager summary of all MEAs of the Chemical Cluster (Stockholm, Basel, Minamata and ODS) conventions share with the Department Regulatory system developed that incorporates MEAs (chemical cluster and convention on migratory species).	3	3	0
Output 22: Develop a National Pollutant/ Chemical Registry to cover chemicals used in all industries across Liberia	A pollutant registry has being developed, subjected to regulator updates	3	2.5	0.5
Output 23: Log Water, Soil and Air Quality data for 50 projects across Liberia	Registry developed for environmental data (air, water, soil); 69 baseline data logged covering water, soil and air during the period under reviewed	3	3	0
Percentages Total:		100	85.75	14.25

Figure 1.1: Graphical presentation of achieved and unachieved activities for each output for the period under review for Compliance and Enforcement

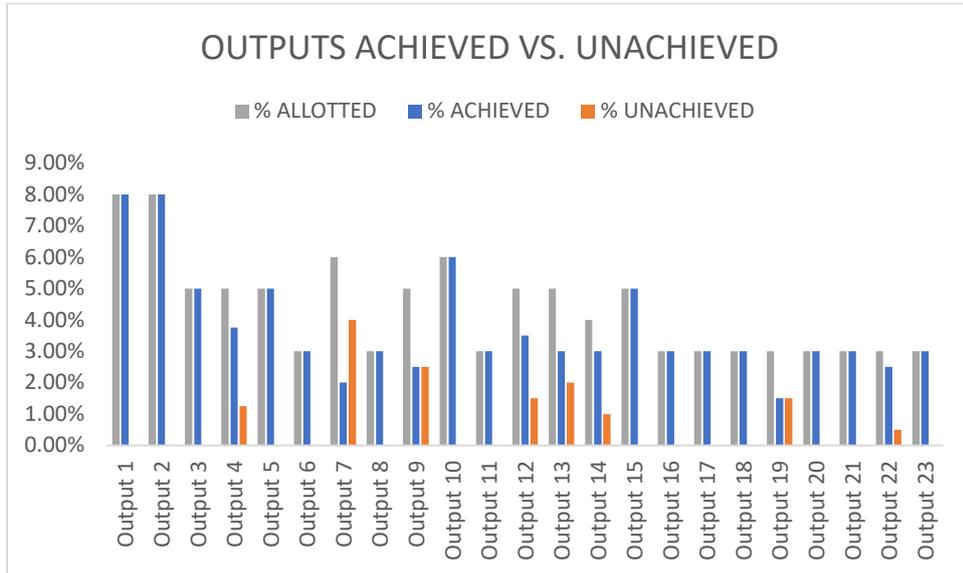
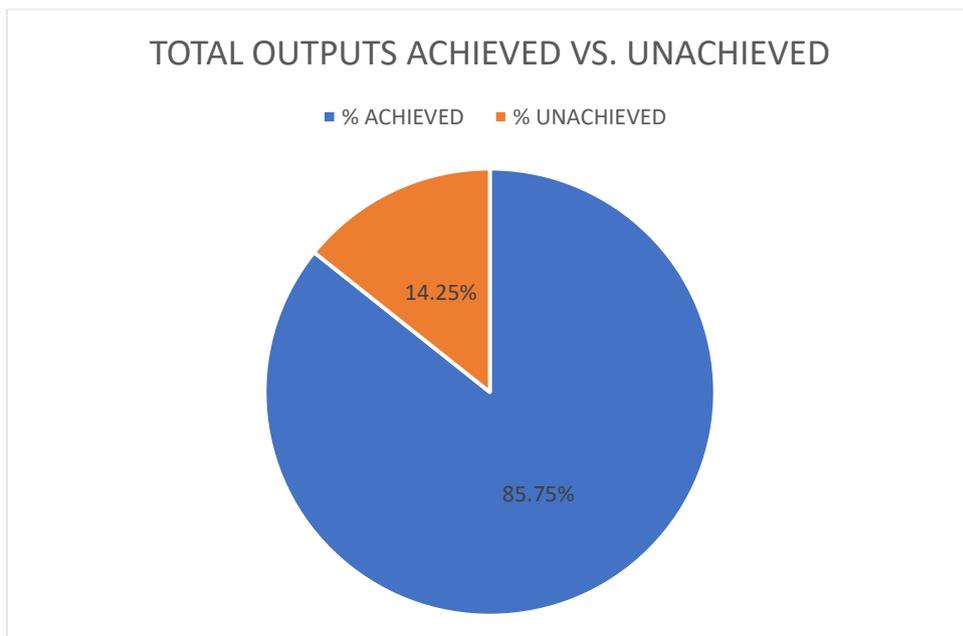


Figure 1.2 Total percentage value for achieved and unachieved activities for the period under review



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Output 2: Intersectoral Department

“Effective Environmental Communication, Education & Public Awareness Program”



DEPARTMENT'S MANDATE



The Department of Intersectoral Coordination is charged with the responsibility to promote public awareness for sustainable environmental management. EPA considers the role of this Department significant in coordinating national efforts to ensure environmental sustainability; hence the promotion of public participation in decision-making. The Department has two units: (1) Environmental Unit- responsible to coordinate the activities of Environmental Units or clubs established in various ministries and agencies, as required by the EPA Act. (2) Outreach and Training Unit-responsible for the dissemination of environmental information for public awareness and participation through awareness campaigns, establishment of community clubs and other mediums for environmental awareness. The Outreach and Training Unit is also responsible for the maintenance of the Environmental Resource Center (ERC).

ACHIEVEMENTS

The Inter-sectorial Department with its duties and functions had five (5) strategic outputs or targets to be undertaken for the period under review. Some outstanding achievements of the Department during the period under review include:

- Successfully conducted thirty (30) environmental awareness hours for schools
- Conducted twelve (12) community campaigns (Red light (gobachop), Congo Town (Porto Torre Community), King Gray, Old Road Gay Town & Transformer Community, Police academy Community, Matadi Fanti town, chocolate City Gardnerville, Congo Town Dumbai Farm Community, SKD Boulevard, Jallah Town and Plunkor Community).
- Conducted eleven (11) rational Environmental Units meetings and effectively liaised with line ministries/agencies for information exchange and implementation of sector mandate.
- Celebrated World Environment Day in Montserrado County
- Conducted two (2) Environmental quizzing competition;

There were five (5) strategic outputs, which if successfully implemented would immeasurably increase public knowledge and participation on environmental issues. The outputs are:

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Output 1: Conduct environmental awareness and education

Output 2: Inter-sectoral Coordination

Output 3: Celebration of environmental events

Output 4: Conduct national environmental forum/dialogue on the environment

Output 5: Environmental communication & awareness strategy

Table 2: The Agency achievements for the period under review under Intersectoral Coordination

Outputs To Be Implemented	Activities Undertaken	Percentage Allotted	Percentage Achieved	Percentage Unachieved
Output 1: Conduct environmental awareness and education	Conducted 12 awareness campaign in twelve (12) communities out of twelve (12); conducted environmental awareness hours for thirty 30 schools out of targeted 60 schools; developed awareness brochures for information dissemination; engaged the media and conducted two (6) talk shows for the public to be abreast with environmental issues; established environmental clubs in schools and communities; hosted environmental competitions amongst high schools; produced and aired environmental awareness Jingles; and developed community sand mining work plan	30	15	15
Output 2: Intersectoral Coordination	Conducted eleven Environmental Units meetings; liaised with Line Ministries/Agencies for Information exchange; and developed a concept on waste plastic management in Liberia.	20	20	0
Output 3: Celebration of environmental events	Successfully celebrated world Environmental Day 2019	20	20	0
Output 4: Conduct national environmental forum/dialogue on the environment	Launched an awareness program (Youth and the Environment) and conducted training for environmental clubs members. Could not conduct training workshop for local government officials, civil society and environmental NGO's and schools.	15	8	7
Output 5: Environmental communication & awareness strategy	Conducted interview for consultant but have yet to complete the development of the awareness strategy	15	10	5
Percentages Total:		100	73	27

Figure 2.1: Graphical presentation of achieved and unachieved activities for each output for the period under review for Intersectoral Coordination

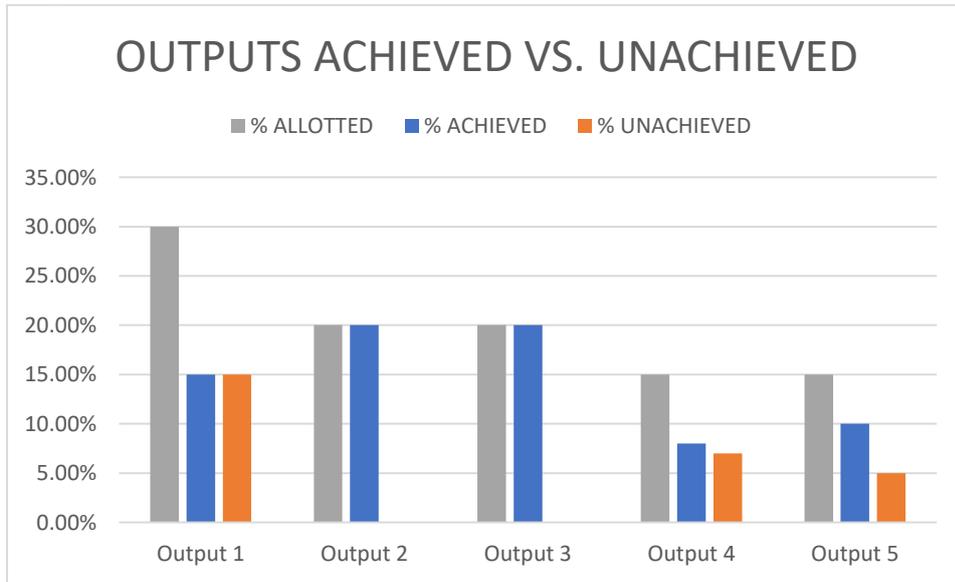
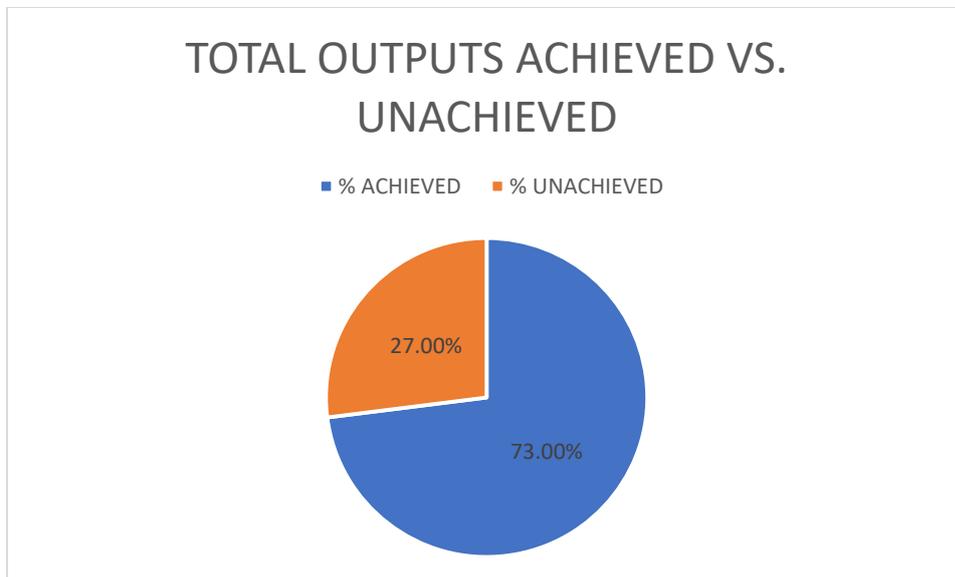


Figure 2.2: Shows total percentage value for achieved and unachieved activities for the period under review



Output 3: Environmental Planning and Reporting “Ensuring Effective Environmental Planning and Reporting”



DEPARTMENT MANDATES

The Department of Planning and Policy has the responsibility to coordinate, integrate, harmonize, and monitor the implementation of environmental policy and decisions of the Policy Council. The Department also guides the strategic planning processes of the Agency and ensures the integration of environmental issues into national development plans. The Department is responsible for creating and maintaining EPA information databases. The Department currently has Five (5) staffs with two (2) units (Planning & Policy units respectively) and one assisting manager coordinating the affairs of the policy unit.

ACHIEVEMENTS

Environmental Planning and Reporting is the Agency’s strategic arm for planning, reporting and monitoring performances of the AWP including other planned activities. During the year in review, the sector achieved the following notable achievements:

1. Development of Liberia’s REDD+ Safeguards Information Systems (SIS)
2. Development of National Guidelines for Consultation in forest resources (NGCFR)/FPIC
3. Developed EPA Capacity needs assessment report and strategy implementation plan
4. Produced draft 2nd SoER & 1st NEAP
5. Conducted 10 session of Know your Environment for a
6. Hosted High level Green House Gas dialogue with policy makers

During the year 2019, there were twelve (10) significant outputs drawn from a holistic perspective to be successfully implemented. These outputs are:

Output 1: *Conduct 10 sections of “Know Your Environment”(KYE) forum*

Output 2: *Develop second SOE and National Environmental Action Plan, NEAP*

Output 3: *Establish and operationalize Safeguards Information System(SIS)*

Output 4: *Submit 2019 annual report to executive along with 2020 annual work plan*

Output 5 *Develop country needs assessment to inform environmental data availability*

Output 6: *Train relevant MACs staff in GHG accounting and inventory*

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Output 7: *Conduct three community resource management capacity building seminar in three forest*

Landscape regions

Output 8: *: Develop communication and awareness strategy*

Output 9: *Develop communication and awareness strategy*

Output 10: *ensure the implementation of the LFSP and preparation and submission of the SOE rep*

Table 3 The Agency achievements for the period under review under environmental Planning & Reporting

<i>Outputs To Be Implemented</i>	<i>Activities Undertaken</i>	<i>Percentage Allotted</i>	<i>Percentage Achieved</i>	<i>Percentage Unachieved</i>
Output 1: Identify environmental issues in 3 counties (Bomi, Margibi& Montserrado Counties)	Identified environmental issues in two of the three counties (Bomi & Margibi Counties)	5	3.2	1.8
Output 2: Develop 2nd SOE and Commence the preparation of 1st NEAP	Funding secured, signed MOU, developed TOR, published EOI & RFQ, and reviewed and reported on technical proposal	20	12	8
Output 3: Status Review of EPA Five Year Strategic Plan	Conducted technical working and retreat to review the five year strategy plan and developed zero draft of the rollover plan for 2018 - 2023	10	6	4
Output 4: Employment of One staff in Planning & Research and Build One staff capacity in Monitoring & Evaluation	One staff employed as Research Officer and another trained in monitoring & evaluation at LIPA	10	10	0
Output 5: Finalized two Administrative draft policies & Compliance Monitoring regulations, Guidelines, & Standard, Develop Generic Monitoring Checklist	Successfully ensured the finalization of two draft policies, (retirement & health & safety policy) and developed compliance monitoring regulations and checklist tools	15%	15%	0%
Output 6: Establish Environmental Data Base and Commence (SEIS) Operation Processes	Secured funding from UNEP, finalized and validated National Environmental Indicators, hosted UNEP Resource Person visit, procured equipment for GIS lab, secured consultants and trained 3 staff in GIS and hosted ESWG meeting on SEIS	10%	8%	2%
Output 7: Prepare 2017 Annual Report and subsequently draft 2018 Annual Work Plans	Collected and compiled annual reports from all departments and developed draft 2018 work plan and shared information in consultative forum	10	8	2

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Output 8: Conduct 4 ESWG Sector Meetings & 6 Secretariat Meetings and Develop Sector Work Plan	Conducted four ESWG meetings, hosted three secretariat meetings, collected and developed sector work plan and collected information for annual sector plan	3	2.5	0.5
Output 9: Coordinate with Sector Members to Provide UNSD 2016 Environmental Data	Conducted stakeholders meeting on UNSD data, distributed data sheet and commenced collection of data	5	3	2
Output 10: Report on GHG to UNFCCC	Published EOI, reviewed EOI, and shortlisted for interview	3	1.	2
Output 11: Conduct One Community Resource Management Capacity Building Seminar in One Forest Landscape	Conducted consultation in three counties of Region 1 and conducted Community Resource Management Capacity Building Seminar in Gbarpolu County	5	5	0
Output 12: Conduct 10 sections of Know Your environment (KYE)	Conducted ten sections of “Know Your Environment “forum	4	4	0
Total Percentages		100	77.7	22.3

Figure 3.1: Graphical presentation of achieved and unachieved activities for each output for the period under review for Environmental Planning and Reporting

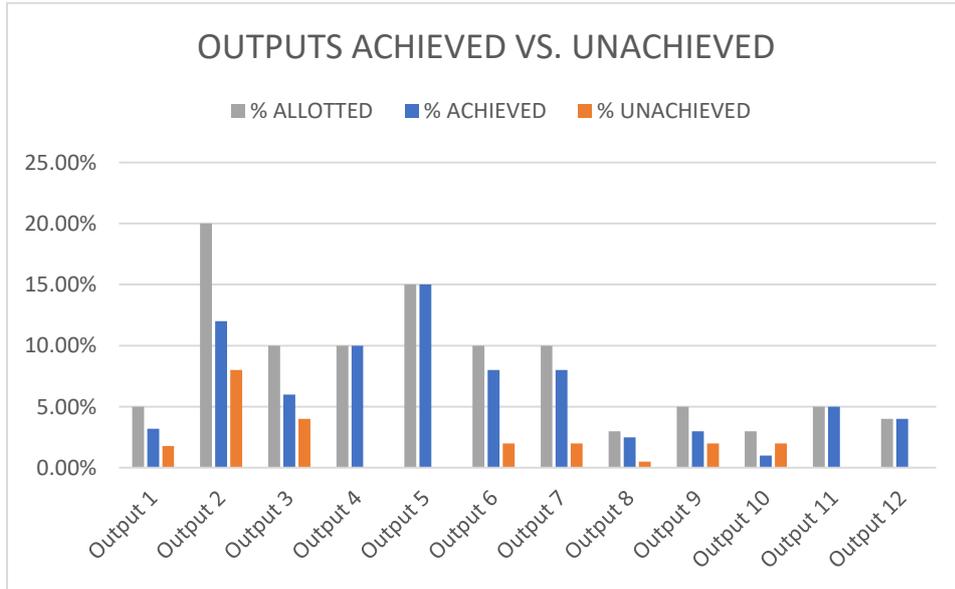
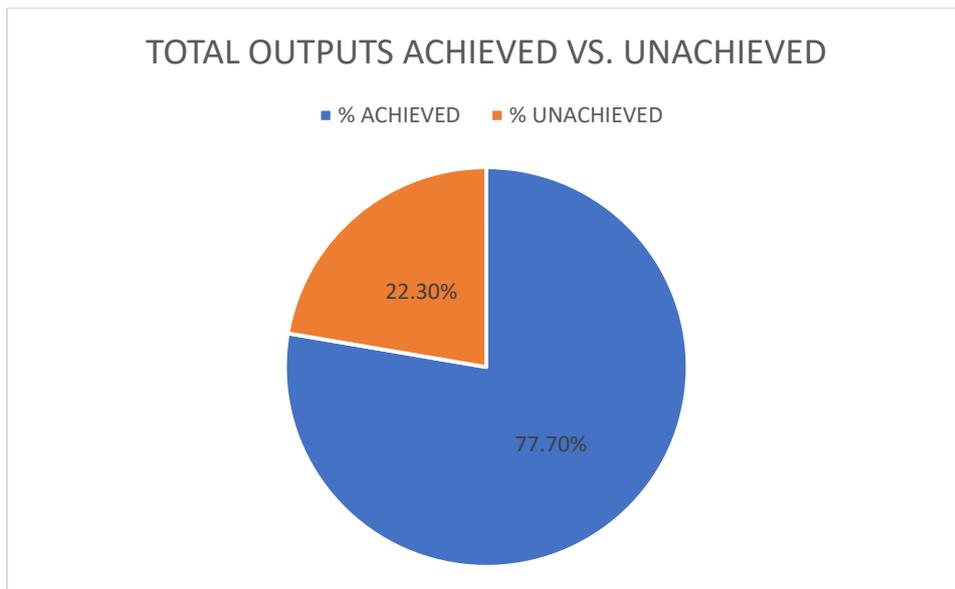


Figure 3.2 Shows total percentage value for achieved and unachieved activities for the period under review



Output 4: Multilateral Environment Agreements
“Mainstreaming Climate Change and Implementing Multilateral Agreements”



FUNCTIONS OF THE MEAs

The MEAs Division is one of the technical arms of the Environmental Protection Agency that is responsible to strengthen and ensure Liberia’s participation and Compliance with International Environmental Treaties, Protocols and Conventions. The MEAs domesticates international protocols, treaties and convention for inclusion on our national development policies, legal principles and programs. The Division is headed by a Coordinator and has National Focal Points for each of the conventions. The MEAs also provides the necessary public awareness and education to the public and or stakeholders on its activities.

ACHIEVEMENTS

The Multilateral Environmental Agreements with its duties and functions had twelve (12) strategic outputs or targets to be undertaken for the period under review. Some notable achievements of the sector during the period under review include:

- Successfully raised funding of US \$3,000,000 to support the mainstreaming process of MEAs.
- Finalized Progress Reports on GHG Inventory and Climate Change Mitigation Consultancy
- Recruited GHG Consultant
- Finalized EU Technical Assistance TOR to commence the EU Climate Change Project
- Developed SWOT Analysis for LDCs Capacity Building Support Project;
- Compiled, completed and submitted report of customs and other Law Enforcement Officers Training held in Ganta for 25 participants to GIZ
- Finalized Progress Reports on GHG Inventory and Climate Change Mitigation Consultancy
- Submitted Final report to UN Environment on the Implementation of the LDCs Capacity Building support project
- Erected 8 Climate Change Awareness sign boards as part of the Least Developed Countries (LDCs) Capacity Building Support Project
- Finalized SWOT Analysis for LDCs Capacity Building Support Project on Climate Change Awareness, Education and Research
- Organized the International Day of Biodiversity
- Finalized Progress Reports on GHG Inventory and Climate Change Mitigation
- Consolidated reports for preparation of Liberia’s Second National Communications

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- Secured 22 million from GEF to scale up investment and technology needs transfer in Liberia and other countries in Africa
- Finalized submission of Liberia's Perspective for the UN Secretary General Climate Action Summit in New York
- Organized the Second National Communication Training and Stakeholder Engagement Workshop on tools, methodologies, guidelines for reporting to the UNFCCC (Kakata, Margi County)
- Organized Second National Communication Training and Stakeholder Engagement Workshop on Climate Actions, Buchanan Grand Bassa County (September 19-20, 2019)
- Finalized outstanding project activities in relation to the SNC, BUR, and Climate Change Enabling activities
- Developed work plan for the development of Lead Paint Law in Liberia was prepared in collaboration with the Nation Public Health Institute of Liberia (NPHIL) and sent to the Secretariat of the Lead Paint Alliance (UN Environment and WHO).
- Established the National Inter-sectoral Committee on Chemical Management (NICCM) and constituted the secretariat comprising EPA, NPHIL, FDA, MOA, NPA, MOCI, UL and NDMA on September 27, 2019. The secretariat met and developed the terms of reference (TOR) for NICCM.
- Successfully trained 25 Customs Officers with limited idea on ODS to ensure they can readily identify ODS materials at port of entry.
- Signed a Memorandum with GIZ to provide oversight supervision to the Technicians refurbishing damaged ACs at National Standard Laboratory
- Prepared and Submitted the Terminal Report for the renewal of the National Ozone Institutional Strengthening Support funds
- Finalized the Memorandum of understanding for the extension of the National Ozone Institutional Strengthening fund support for 2020/2021

Multilateral Environmental Agreements strategic outputs were drawn from areas that consolidate all facets of the MEAs activities. These outputs include:

Output 1: Access funds through GEF portfolio, proposals writing and other smart sources of funding (concessionaires, incentives measures).

Output 2: Ensure the Payment of national dues to MEAs Secretariats

Output 3: Ensure the allocation of financial resources to the small grant program under GEF7

Output 4: Develop gender mainstreaming strategy

Output 5: Raise awareness on gender equality, sustainable development, human rights, and other MEAs related activities

Output 6: Established and or reorganize national coordinating bodies for chemical management, SLM, CHM, Biosafety and sustainable land management

Output 7: Conduct inventory and establish data base for chemicals and products, SLM, pesticides, SLCPs and ODS

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Output 8: Signing and Implementation of Enabling Activities to strengthen Liberia's Capacity to Rectify the Minamata Convention on Mercury

Output 9: Complete Sixth National Report

Output 10: Implement Climate enabling activities projects

Output 11: Establish permitting system in place

Output 12: Develop national UNCCD road map for Liberia

Output 13: Implement Liberia's Land Degradation Neutrality (LDN) Target Setting Program
UNCCD

Output 14: Design plan to protect migratory species

Table 4: Agency achievements for the period under review for MEAs

Outputs to be Implemented	Activities Undertaken	Percentage Allotted	Percentage Achieved	Percentage Unachieved
Output 1: Access funds through GEF portfolio, proposals writing and other smart sources of funding (concessionaires, incentives measures.	<ol style="list-style-type: none"> 1. Submit funding request to GEF and other partners for implementation of MEAs enabling activities & national development priorities 2. Build Synergy among the MEAs through mega project proposal preparation to contribute to decision-making nationally & globally 3. Conduct feasibility studies to generate data for the development of the Monrovia coastal defense project. 4. Develop concept for raising awareness on the protection of migratory species 5. Develop project concept & PIFs for NBSAP 6. Regular MEAs Coordination meeting 	16	16	0
Output 2: Ensure the Payment of national dues to MEAs Secretariats.	<ol style="list-style-type: none"> 1. Comply listing of Liberia's area dues of all conventions and protocols 2. Request the Ministry of Finance Development Planning (MFDP) to pay the national dues to the various MEAs Secretariats 	2	1.	1
Output 3: Ensure the allocation of financial resources to the small grant program under GEF7	<ol style="list-style-type: none"> 1. Participate in the allocation of funding for the SGP 2. Monitoring of Small Grant Projects 	3	2	1
Output 4: Develop gender mainstreaming strategy	Develop Gender Strategy	3	1	2

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<p>Output 5: Raise awareness on gender equality, sustainable development, human rights, and other MEAs related activities</p>	<ol style="list-style-type: none"> 1. Develop concept note including list of different awareness activities and locations for raising of awareness on MEAs. 2. Mobilize financial resources for awareness creation on MEAs 3. Conduct national workshop designed to raise awareness on the MEAS 4. Organize three regional workshops on MEAs awareness 5. Raise awareness on the MEAs social media platform 6. Profile radio and TV stations and stakeholders for awareness on MEAs 7. Conduct in-service training for producer and anchor persons 8. Hold national training and preparatory workshop for participants attend COP 26 9. Conduct capacity building and awareness training on NDC and NDC specifics to CCAC, ODS, POPs, high risk chemicals and other related MEAs programs 10. Hold policy dialogue on migratory species 11. Revitalize Biosafety and nature clubs at Polytechnics, colleges and other Universities 12. Collaborate with GEF CSO Network to launch awareness for the Rectification of the Minamata Convention 13. Hold MEAs national focal points meetings for interchange of information 14. Prepare and sign the instrument on mercury 16. Increase awareness on NBC 	<p align="center">18</p>	<p align="center">15</p>	<p align="center">3</p>
<p>Output 6: Established and or reorganize national coordinating bodies for chemical management, SLM, CHM, Biosafety and sustainable land</p>	<ol style="list-style-type: none"> 1. Develop concept note and TORs for the establishment of or reorganization of national coordinating bodies for chemical management, SLM, CHM and Biosafety 2. Map up/identify stakeholders to form part of national coordinating bodies for chemical 	<p align="center">10</p>	<p align="center">7.5</p>	<p align="center">2.5</p>

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<p>management</p>	<p>management, SLM, CHM, Biosafety and sustainable land management</p> <p>3. Review sustainable land management document of 2008,</p> <p>4. Organize in-service training for operators to be carried out by national and international experts</p> <p>5. Communicate to stakeholder institutions requesting them to nominate a Focal Point and Alternate national coordinating bodies for chemical management, SLM, CHM, Biosafety and sustainable land management</p> <p>6. Hold regular working group meeting of national coordinating bodies for chemical management, SLM, Biosafety and sustainable land management</p>			
<p>Output 7: Conduct inventory and establish data base for chemicals and products, SLM, pesticides, SLCPs and ODS</p>	<p>1. Develop concept notes and TORs for the conduct and establishment of base for chemicals and products, SLM, pesticides and ODS</p> <p>2. Conduct inventory of chemicals, obsolete pesticides and contaminated sites in eight of the fifteen counties of Liberia.</p> <p>3. Establish database of chemicals and obsolete stockpile of pesticides in the eight of the fifteen counties.</p> <p>4. Conduct testing of chemicals & chemical products</p> <p>5. Work with C&E to do an assessment in all of the oil palm companies in all the counties.</p> <p>6. Collect emission data from the Transport, Household Energy, Agriculture and Waste sectors in Liberia using 2010 as a baseline year</p> <p>7. Source funding for validation exercise</p> <p>8. Communicate with relevant stakeholders about the exercise</p> <p>9. Conduct validation exercise</p>	<p align="center">12</p>	<p align="center">9</p>	<p align="center">3</p>

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<p>Output 8: Signing and Implementation of Enabling Activities to strengthen Liberia's Capacity to Rectify the Minamata Convention on Mercury</p>	<p>Ensure ratification of the Minamata Convention through sustained engagement with the Ministry of Foreign Affairs for Cabinet Approval</p> <p>2. Work with Partners UNIDO and UNITA to ensured approval of two projects under GEF</p> <p>Develop and signed instrument for ratification</p>	<p align="center">3</p>	<p align="center">2.5</p>	<p align="center">0.5</p>
<p>Output 9: Complete Sixth National Report</p>	<p>.Peer review comments integrated & validation conducted Report.</p> <p>2.Print report</p> <p>3.Submit report</p>	<p align="center">6</p>	<p align="center">6</p>	<p align="center">0</p>
<p>Output 10: : Implement Climate enabling activities projects</p>	<ol style="list-style-type: none"> 1. Complete Liberia's Second National Communication 2. Development of NBC road map 3. Capacity development and training 4. Vulnerability and adaptation assessment 5. National Green House Gas inventory 6. Conduct mitigation Analysis and research systematic and observation 7. Development Biennial Update report 8. Monitoring Reporting and Verification 9. Develop Gender Strategy 10. Develop Nation Adaptation Plan to address major Climate Change for UNFCCC 11. Conduct TNA studies in the areas of agriculture, coastal resources and energy 	<p align="center">14</p>	<p align="center">13</p>	<p align="center">1</p>
<p>Output 11: Establish permitting system in place</p>	<p>1. Through the activities of NCMC</p> <p>Institution whose mandate cover chemicals will have series of meeting to establish a permitting system where certain institutions will be charged with responsibility to issue permit for importation of chemical</p>	<p align="center">3</p>	<p align="center">3</p>	<p align="center">0</p>

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<p>Output 12: Develop national UNCCD road map for Liberia</p>	<ol style="list-style-type: none"> 1. Stakeholders review road map of NAP for 2019-20Map stakeholders 2. Develop road map of activities for 2019 – 2020 3. Prepare and publish report 4. Observe World Day to combat Desertification & drought celebrated. 5. Mass awareness raising (social-media, radio, etc) 6. Compile and publish report on World Day to combat Desertification & drought celebrated 7. Hold meeting with national stakeholders to decide on priority innovations for negotiation at COP14 8. Participates in the activities of COP14 	6	6	0
<p>Output 13: Implement Liberia’s Land Degradation Neutrality (LDN) Target Setting Program UNCCD</p>	<ol style="list-style-type: none"> 1. Develop concept note for capacity building and awareness training 2. Source appropriate funding for conduct of the training 3. Conduct capacity building training 	2	2	0
<p>Output 14: Design plan to protect migratory species</p>	<ol style="list-style-type: none"> 1. Work along with SCNL to Compile comprehensive report on migratory species, their habitats and habitat vulnerability 2. Develop a plan to protect threatened migratory species 	2	2	0
<p>Total</p>		100	86	14

Figure 4.1: Graphical presentation of achieved and unachieved activities for each output for the period under review for Multilateral Environmental Agreements

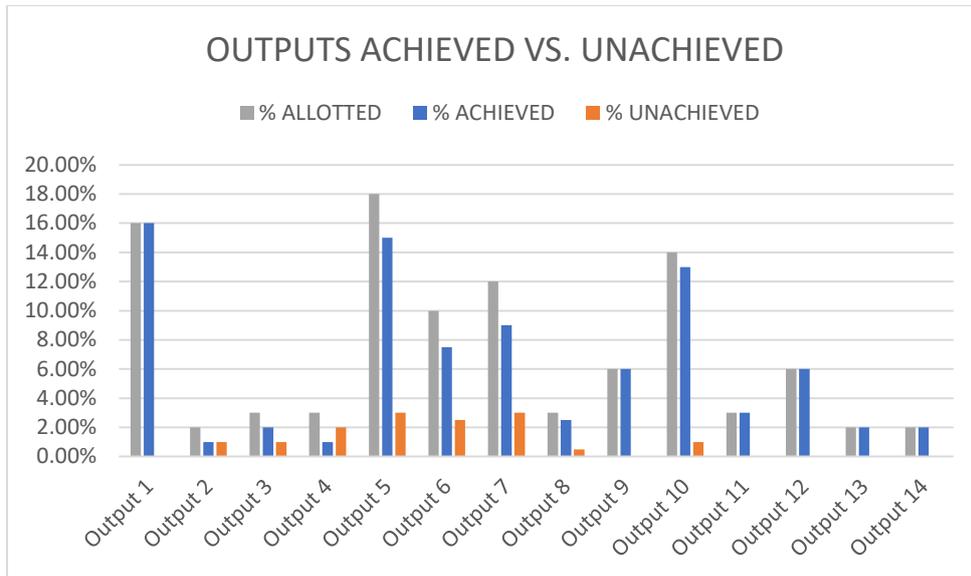
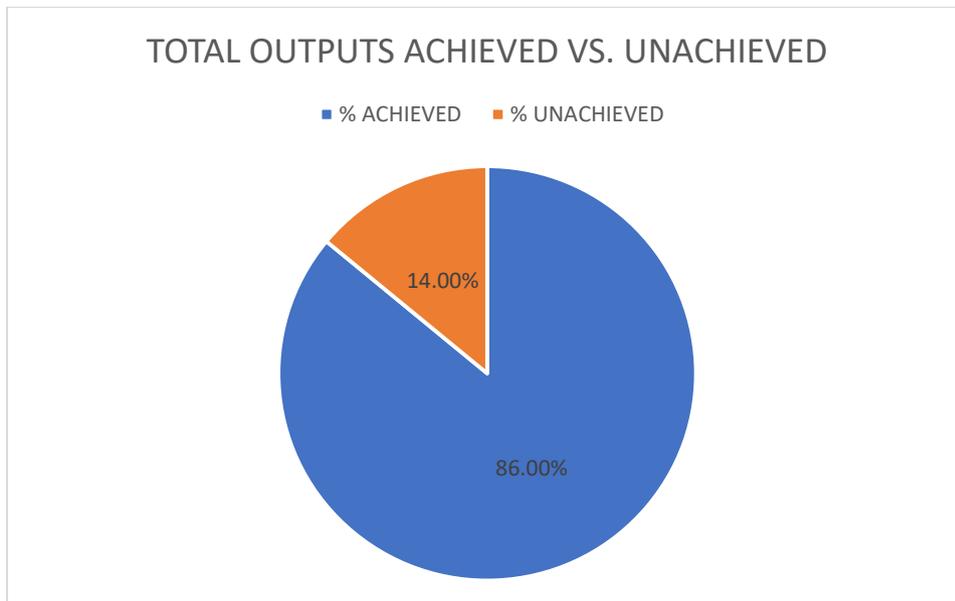


Figure 4.2: Total percentage value for achieved and unachieved activities for the period under review



Part III: Administration and Management
“Building Effective and Efficient Institutional and Human Capacities”



DEPARTMENT’S MANDATE

The Department of Administration provides support services to the Agency and works to ensure an effective and efficient use and management of corporate resources. The Department is headed by a Manager and assisted by two Assistant Managers. Assistant Manager for Human Resource and Assistant Manager for Administration along with five Supervisors.

The Department of Administration is responsible for the implementation of HR Policy, training and staff development, formulation of merit selection and promotion policies, Information Communication Technology (IT), Procurement of the Agency’s assets, Transportation processes which include vehicles maintenance, Security of corporate properties and Maintenance of EPA assets. The department overarching and strategic goals primarily includes the building of effective and efficient institutional and human capacities, establishment of necessary facilities and provision of requisite logistics for employees, and enhancing the completion of the decentralization process of EPA.

ACHIEVEMENTS

During the year under review the Agency made several outstanding achievements in the administrative and management plan. These achievements are in line with outputs and targets earmarked in the Agency’s mandates under the five years strategic plan. Notably amongst them are:

- **Routine Staff Meetings:** The implementation of general staff meetings has proven to be an important leverage for resolving workplace conflict and grievances.
- **Capacity Building:** A total of fifteen staffs from the department were trained during the period under review. Twenty staff (21) staffs were trained locally at the environmental inspectorate training. Seven staffs were provided advanced training opportunities in Kenya, Nigeria, USA and India respectively. The skills-set gained continue to contribute to the robust and active operation in the performance of the department core functions.

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- ***Creation of an Updated Assets Registry:*** During the period under review, an updated asset registry was created. It is envisioned that the asset registry will contribute to effective conservation of the Agency assets.
- ***Provision of Equipment and other Logistics:*** In consonance with procurement guidelines, Twenty Six (26) motorbikes and two Land Cruiser cars were received from UNDP, AFDB and SAPEC Project during the year under review.

The Administration Department had a total of 19 outputs to be achieved during the course of the year under review. These outputs are expansive and covers the core functions and strategic goals of the department within the Agency.

These outputs include:

- Output 1:*** Capacity Building
- Output 2:*** Carry out Recruitment/ Replacement Staff
- Output 3:*** Annual Staff Performance Appraisal
- Output 4:*** Print & Distribute Copies of HR Personnel Policy Manual
- Output 5:*** Prepare Monthly Payroll
- Output 6:*** Finalize Draft Administrative Guidelines, Policies & Regulations.
- Output 7:*** Procure Electronic Monitoring Device
- Output 8:*** Develop a Complete Database of all Employees
- Output 9:*** Host Monthly General Staff Meeting
- Output 10:*** Ensure Effective Internet Connectivity at the Agency's offices
- Output 11:*** Maintenance & Protection of all ICT's Equipment
- Output 12:*** Updated EPA Website
- Output 13:*** Upgraded GIS lab
- Output 14:*** Ensure GOL Procurement
- Output 15:** Effective management of the Agency's Assets
- Output 16:*** Improved WASH facilities
- Output 17:*** Developed Assets Inventory

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Table 5: Agency achievements for the period under review under Administration and Management

Outputs To Be Implemented	Activities Undertaken	Percentage Distribution	Percentage Achieved	Percentage Unachieved
Output 1: Capacity Building - Training of 15 staffs internally and externally.	Trained 12 staffs: Six staffs trained at LIPA; Three staffs trained at CI and advanced external training for Three staffs in Ghana, Kenya, and Thailand.	10	8	2
Output 2: Carry out Recruitment / Replacement Staff based on existing gaps.	Employed 40 staffs and completed recruitment report on all	4	4	0
Output 3: Annual Staff Performance Appraisal: Develop, test, and review appraisal report for all staffs	Developed and conducted performance appraisal for all staffs. Completion and review of appraisal report is ongoing.	5	3	2
Output 4: Print & Distribute 50 Copies of HR Personnel Policy Manual	Printing and Distribution are yet to be completed but quotations and vendor has been selected.	3	3	0
Output 5: Prepare Monthly Payroll for all staffs for the period under review	Ensured the effective disbursement of employees' monthly salary and allowance, for the annum.	5	5	0
Output 6: Finalize Draft Administrative Guidelines, Policies & Regulations.	Worked with Planning & Policy, and Legal to draft two policies: Death Policy & Resettlement Policy but these policies are yet to be printed and distributed	5	3	2
Output 7: Procure Electronic Monitoring Device	Procurement of biometric attendance monitoring device has been completed but configuration is ongoing	3	1.5	1.5
Output 8: Develop a Complete Database of all Employees	Personnel database has been developed but the publishing of quarried report is yet to be completed	4	4	0
Output 9: Host quarterly General Staff Meeting	Hosted 4 general staffs meeting for the period under review	5	5	0
Output 10: Ensure Effective Internet Connectivity at the Agency's offices	Fully functional internet services at the agency's offices (main and annex)	7	7	0
Output 11: Maintenance & Protection of all ICT's Equipment	While all damaged ICT's equipment were repaired, they were not protected from viruses, spams, or worms through an effective cyber security	6	5	1
Output 12: Website Updating	Agency's website regularly maintained and reports published on website.	7	7	0
Output 13: Upgrade GIS lab	Fully functional GIS lab Operated	5	5	0
Output 14: Ensure GOL Procurement	Based on allotments, all procurement under GOL/internal revenue were successfully implemented	5	5	0

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Output 15: Effective management of the Agency's Assets	Carried out routine monitoring of agency's assets. Coded EPA assets at HQ and not out stationed offices.	14	12	2
Output 16: Improve WASH facilities	Improved WASH Facility at the agency main building and annex	4	4	0
Output 17: Assets Inventory	Fully Updated Asset Registry for main and annex offices but need to be exteknded to outstation counties	8	6	2
Total Percentages		100	87.5	12.5

Figure 5.1 Graphical presentation of achieved and unachieved activities for each output for the period under review for Administration and Management

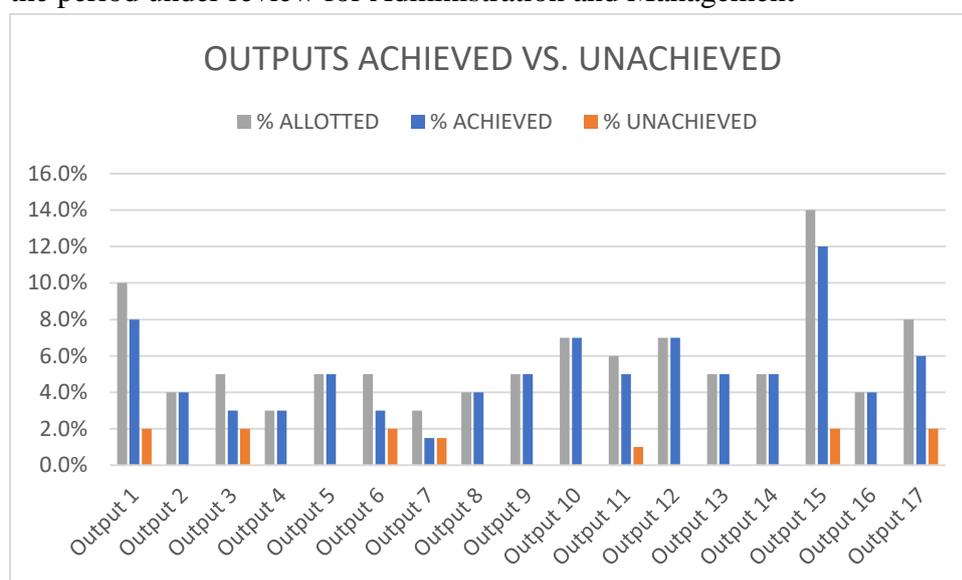
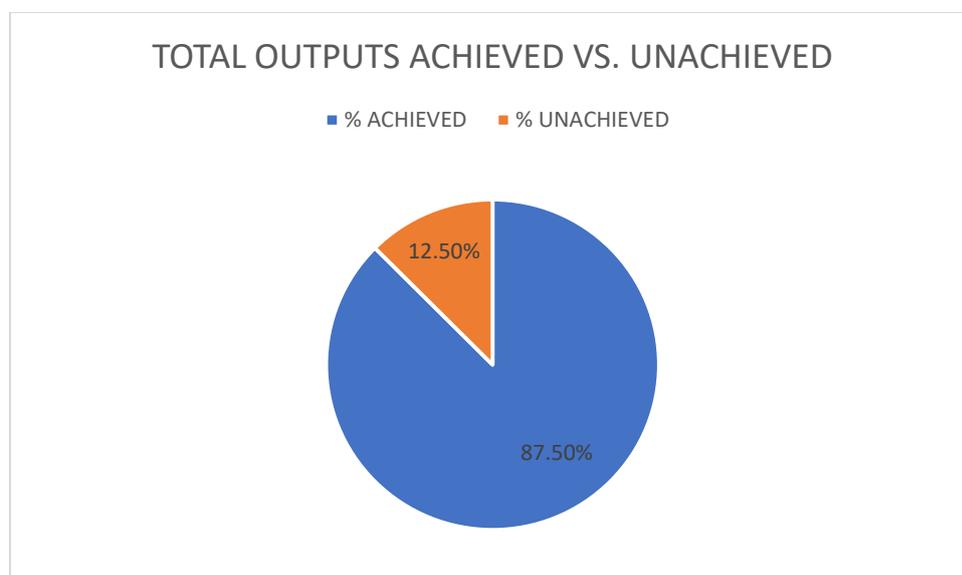


Figure 5.2: Total percentage value for achieved and unachieved activities for the period under review



Part IV: Financial Management and Compliance with Statutory Laws



DEPARTMENT'S MANDATE

The Department of Finance has an institutional responsibility as required by the PFM Law to effectively and efficiently perform all financial transactions, and able to detect faults and avoid fraud and keep accurate records of financial transactions. The department delivers the following services:

- Preparation of internal and External Budget
- Development of Internal controls / policy guidance
- Providing detail analyses of financial transactions
- Monitored reports on financial issues
- Advise EPA management on financial and accounting matters
- Liaise with other departments on financial and accounting issues
- Receive and disburse all funds

The principal strategic goals of the Finance department are:

- To Ensure Financial Compliance & Accountability
- Adapt and Ensure Effective Automated Accounting System
- Ensure timely Budget Preparation and Execution with Progressive Yearly Increment
- Management and Collection of ESIA Fees

ACHIEVEMENTS

During the year under review, the Agency made several outstanding achievements in Finance. These achievements are aligned with outputs and targets earmarked in the Agency's mandates under the five years strategic plan. Two (2) of the department outstanding achievements during the period under review include the successful conduct of an awareness on the Internal Financial Manual consistent with PFM Law and the timely transition from Peachtree Software to QuickBooks. The Finance Department had a total of four (4) key outputs to be achieved during the course of the year under review. These key outputs are:

Output 1: Ensure PFM Law compliance

Output 2: Ensure effective use of Automated Accounting System

Output 3: Commitment to timely Budget preparation and execution with progressive increment of Budget

Output 4: Procure office equipment and furniture through Administration Department

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Table 6: Agency achievements for the period under review under Financial Management and Compliance with Statutory Laws

Outputs To Be Implemented	Activities Undertaken	Percentage Distribution	Percentage Achieved	Percentage Unachieved
Output 1: Ensure PFM Law compliance	1. Conduct awareness on Internal Financial Manual consistent with PFM Law 2. Implement procedures outlined in the manual 3. Prepare and submit monthly, Semiannual and annual report	40%	40%	None
Output 2: Ensure effective use of Automated Accounting System	1. Conduct hands on training, Regularly input on financial data. 2. Upgrade peachtree/ QuickBook system periodically	30%	15%	15%
Output: 3 Commitment to timely Budget preparation and execution with progressive increment of Budget	1. Attend External training , workshops, Seminar, etc 2. Conduct Internal meetings and workshop for improved financial managemen 3. Carry on consultative meetings /forum with policy makers and other actors	20%	14%	6 %
Output 4: Procure office equipment and furniture through Admi	Procure office furniture and laptop computer	10%	10%	None
Total		100%	79%	21%

Figure 6.1: Graphical presentation of achieved and unachieved activities for each output for the period under review for Financial Management and Compliance with Statutory Laws

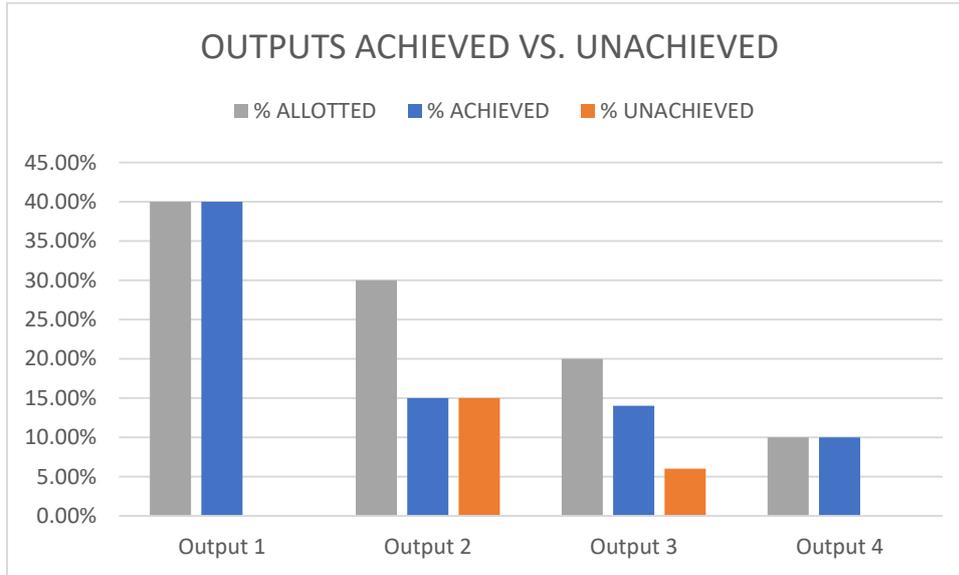
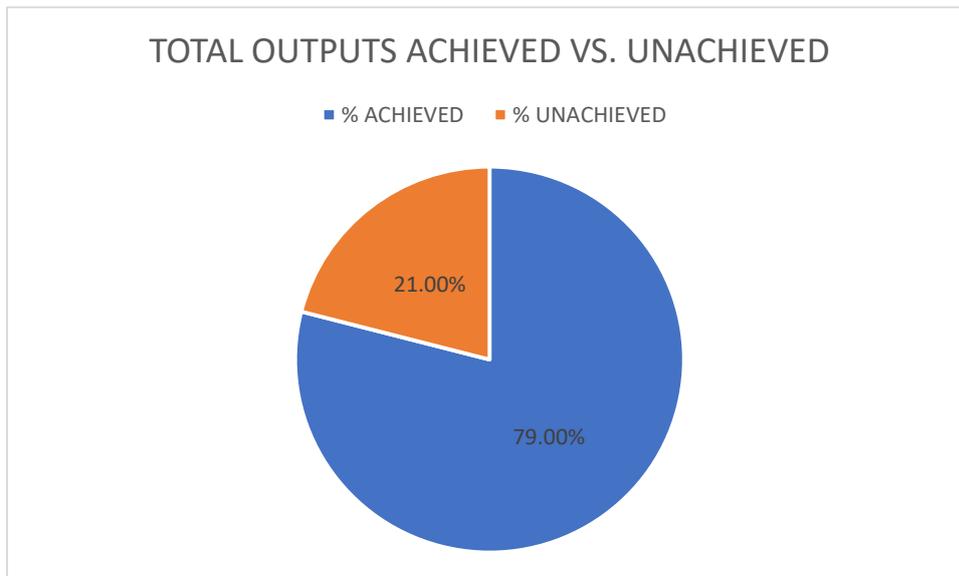


Figure 6.2: Total percentage value for achieved and unachieved activities for the period under review



CONCLUSION AND WAY FORWARD

The EPA being aware of its five years' strategic plan, high-level targets and priorities of Pro-Poor Agenda Prosperity and Development (PAPD) and in keeping with the mandate of the Agency, has made considerable gains in the implementation of key deliverables outlined within the scope of its annual work plan, AWP. Despite financial constraints, significant progress has been made in implementing the AWP for the year under review. Several outputs outlined in the AWP for 2019 include: Compliance Monitoring, Intersectoral Coordination, Environmental Planning & Reporting, Multilateral Environmental Agreements and Financial Management and Compliance with Statutory Laws.

Empirical evidence compiled revealed that Multilateral Environmental Agreements and Compliance Monitoring ranked the highest in performance representing **86%** and **85.75%** respectively followed by Financial Management and Compliance with Statutory Laws, Environmental Planning and Reporting, and Administration and Management constituting **79%**, **77.7%**, and **77.5%** respectively. The lower in performance in the year under review was Inter-Sectorial Coordination reporting **73%** achievements of their planned outputs which EPA considered fair performance. On an average, the annual programmatic performance of the agency amounts to 80% which is considered a remarkable achievement. The year under review constitute 11.22% increment over previous year report of 68.60% of average performance.

It is noteworthy that all of the departments' achievements significantly exceeded the required benchmark of 70% primarily due to working consistent with AWP, unique departmental coordination and support of the Senior Management Team (SMT) contributing to success of the Agency during the year under review.

Additionally, programmatic supports from Multilateral Environmental Agreements, MEAs, Liberia Forest Sector Project, LFSP, United Nations Development Programmes, UNDP, Conservation International, CI, etc. aided the agency in its achievements during the year under review.

Thus, it hereby recommended that there be a quarterly review with all departments to ensure the delivery of key outputs and to understand the extent of the correlation of the department work plan versus implementation and achievements as well as constraints. Collaboration and coordination is paramount to the implementation of the agency's mandates and must therefore continue.

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Below indicates matrix of overall performance during the period under review by departments.

Table 7: Agency achievements for the period under review by departments

Outputs To Be Implemented	Activities Undertaken	Percentage Allotted	Percentage Achieved	Percentage Unachieved
Compliance monitoring	Publish research paper on geotechnical characterization of soils for Use as Landfill; conducted (5) days training for Environmental Technician and Inspectors on the environmental impact of high voltage transmission line Projects; mapped the Kpatawee Wetland and delineated the Ramsar protected area with boundary; developed Flood risk and Liberia’s coastline vulnerability maps; drafted (3) key compliance regulations and guidelines for swimming Pool, water quality and Wetlands and submitted five (5) draft regulatory instruments for validation to the ECOWAS Bureau for Standardization; developed GIZ/EPA capacity development plan to monitor and inspect the mining sector of Liberia; mapped eighteen (18) wetland hotspots and presented same to the National Legislature, key stakeholders, and the Public for preparedness actions; developed windstorm map of Liberia procured (2) drones to aid in compliance monitoring of wetlands and other environmental hotspots and conducted 373 compliance inspections of all sectors during the year under review.	100%	85.75	14.25%
Inter – Sectorial Coordination	Successfully conducted thirty (30) environmental awareness hours for schools and awareness campaign in four (4) communities	100	73	27
Environmental Planning and	Secured funding through the LFSP and the Ministry of Agriculture to facilitate the development of the 2nd SOE,	100	77.7	22.3

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Reporting	Successfully drafted and validated Resettlement Policy, Employees' Loan Policy, Bereavement policy, Occupational Health and Safety Policy, and Retirement Policy, Established an environmental database to start the NRS now SEIS			
Multilateral Environmental Agreements	Successfully raised funding of US \$3,000,000 to support the mainstreaming process of MEAs, Conducted a Biophysical Study TEEB Project on Mangrove Ecosystem in Six Counties Across the Country, Successfully Trained 40 Customs Officers with limited idea on ODS to ensure they can readily identify ODS materials at port of entry	100	86	14
Administration and Management	Trained a total of fifteen staffs locally and internationally, Created an Updated Assets Registry to contribute to effective conservation of the Agency assets. Procured five vehicles and four motorbikes complaint with PPCC.	100	77.5	22.5
Financial Management & Compliance with Statutory mandates	Conducted an awareness on Internal Financial Manual, Transitioned from Peachtree Software to QuickBooks.	100	79	21

Figure 7.1: Total percentage of EPA 2019 achievement by departments

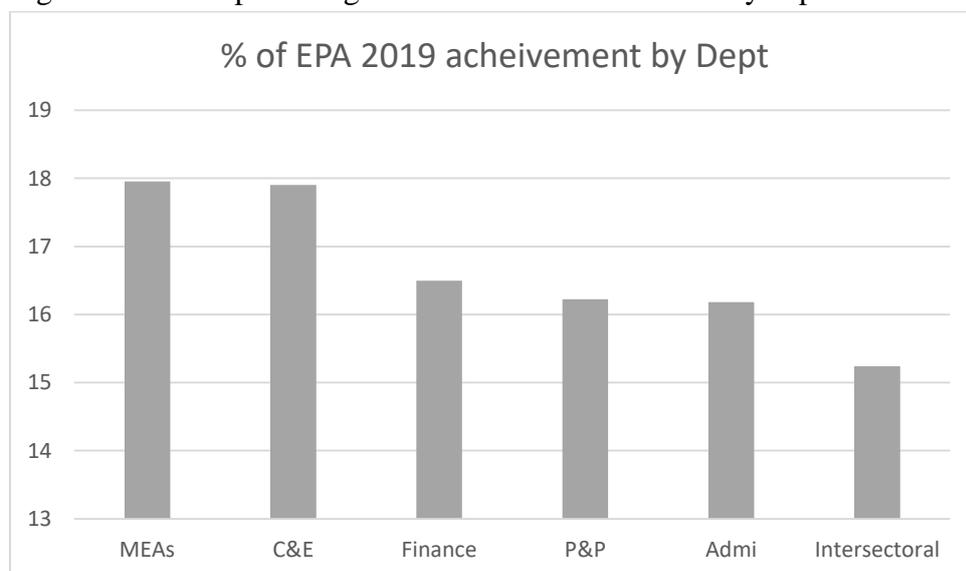
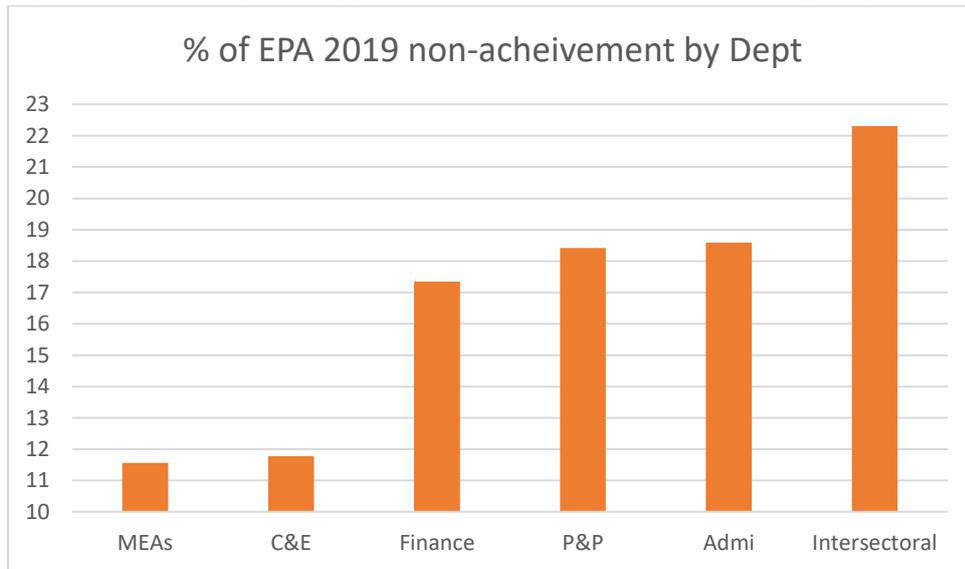


Figure 7.2: Total percentage of EPA 2019 non-achievement by departments





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ENVIRONMENTAL PROTECTION
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AWARENESS HOUR

*Saving Our Environment,
Through The Involvement Of All,
For The Benefit Of All.*

**ENSURING SUSTAINABLE ENVIRONMENTAL
MANAGEMENT**

“ENSURING EFFECTIVE ENVIRONMENTAL PLANNING & REPORTING”



Compliance monitoring inspection at a project sit