DETAILED WORKPLAN FOR THE DEVELOPMENT OF AN ACTION PLAN TO IMPROVE THE CIRCULARITY OF LARGE HOUSEHOLD APPLIANCES (LHHA) in KENYA

Authors : Naomi Montenegro Navarro ; Paul van den Oosterkamp (TNO)
Lead Institution/NDE : Dr. Kelvin Khisa, Kenya Industrial Research and Development Institute (KIRDI)
E-mail : kelvin.khisa@kirdi.go.ke
Project Proponent : Augustine K. Kenuiwo,Kenya Ministry of Environment and Forestry
E-mail : augustkend1990@gmail.com

Main activity
Subactivity
Task in subactivity
Meetings are highlighted in orange
***Work live or virtual pending the progression of the current corona pandemic and directives from Government**

Activities		Lead	Deliverables		2021-2022											
					1	2	3	4	5	6	7	8	9	10	11	12
#	Description		Ouput expected (draft and finals)	Delivery date	May	Jun	Jul	Aug	Sept	Okt	Nov	Dec	Jan	Feb	Mar	Apr
1	Output 1: Development of implementation planning and communication documents															
1.1	**Prepare a detailed work plan for all activities, deliveries, outputs, deadlines and responsible persons/organizations and itemized budget to implement the Response Plan. The detailed work plan and budget must be based directly on this Response Plan**	TNO														
1.1.1	Review the CTCN work plan template	TNO		20-4-2021												
1.1.2	Complete the work plan template based on the Response Plan	TNO	Detailed work plan	20-4-2021												
1.2	**Based on the indicators listed in the Closure & Data Collection Report (Activty 1.4) , prepare a monitoring and evaluation plan with specific, measurable, achievable, relevant, and time-bound indicators used to monitor and evaluate the timeliness and appropriateness of the implementation**	TNO														
1.2.1	Review the CTCN monitoring and evaluation plan template, define impact indicators	TNO		10-5-2021												
1.2.2	Complete the monitoring and evaluation template based on the workplan	TNO	Monitoring & evaluation plan	15-5-2021												
1.3	**Prepare two-page CTCN impact description formulated in the beginning of the technical assistance and to be updated/revised once the technical assistance is fully delivered**	SIB-K														
1.3.1	Review the CTCN impact description template	SIB-K		15-5-2021												
1.3.2	Complete the CTCN impact description template	SIB-K	CTCN impact description	20-5-2021												
1.3.3	Update the the CTCN impact description template once the technical assistance is fully delivered	SIB-K	Updated CTCN impact description	14-4-2022												
1.4	**Complete a closure and data collection report at the end of the technical assistance**	TNO														
1.4.1	Review the closure and data collection report template	TNO		10-5-2021												
1.4.2	Complete the closure and data collection template based on the output reports of the study	TNO	A closure and data collection report	15-4-2022												
2	Output 2: Status quo analysis of the management of large household appliance waste in Kenya															
2.1*	**Kick-off meeting for the presentation of technical assistance with the different stakeholders**	TNO														
2.1.1	Identification of important stakeholders and introductory KO meeting	TNO		22-4-2021												
2.1.2	Meeting report & List of Participants of the kick-off meeting	TNO	Meeting report & List of Participants	26-4-2021												
2.2.*	**Analysis of the current activities and infrastructure for the management of large household appliance waste**	SIB-K	Evaluation report	1-8-2021												
2.2.1	Analysis by (primary and secondary) data collection with stakeholders of the current actvities and infrastructure for the waste management of LHHA	SIB-K		1-8-2021												
2.2.2	Interviews with key stakeholders	SIB-K		1-7-2021												
2.3	**Characterization, quantification and forecasting of large household appliance waste by secondary data collection and complemented by primary data research**	TNO	Report	1-9-2021												
	Validation of types of LHHA															
	Define sources of LHHA waste															
	Collect data on sources, quantities and treatment															
	Establish yearly forecasts on waste quantities															
2.4	**Identification of current and future gaps along the waste value chain of large household appliances in Kenya**	SIB-K	Report													
3	Identification and definition of activities for an improved waste management infrastructure for large household appliances															
3.1*	**Identification and evaluation of international best practices in terms of processes and infrastructure for the management of large household appliance waste**	TNO	Report presenting the identified international best practices for LHHA	1-11-2021												
3.2	**Development of recommendations for an improved waste management infrastructure for large household appliances**	TNO	Report on recommendations on waste management infrastructure for LHHA in Kenya	1-11-2021												
4	Output 4: Identification of opportunities for a circular waste management infrastructure for large household appliances															
4.1	**Identification and analysis of best practices for circularity of large household appliances**	TNO		1-1-2022												
4.2*	**Market analysis for the adoption of identified best practices for circularity of large household appliances**	SIB-K		1-1-2022												
4.3*	**Stakeholder meeting on identified circularity opportunities**	SIB-K	Presentation & meeting on identified best practices	1-1-2022												
5	Output 5: Development of an action plan and conceptualization of apilot project for an improved and circular waste management infrastructure for LHHA															
5.1*	**Development of an action plan for an improved waste management infrastructure for large household appliances**	TNO	Roadmap for the prioritzed waste stream	1-4-2022												

5.1.1	Description and roll-out plan of identified activities	SIB-K		1-2-2022																			
5.1.2	Timeline for the activities			1-2-2022																			
5.1.3	Stakeholders to be involved			1-2-2022																			
5.1.4	Action plan report including budget plan and financing mechanisms			1-2-2022																			
5.2	**Concept for a pilot project to increase circularity of large household appliances**	SIB-K	Business plan	28-2-2022																			
5.2.1	Define economic activities and/or production proces			1-2-2022																			
5,2.2	Identify stakeholders and existing productive and technological structures in order to create partnerships			1-2-2022																			
5.2.3	Identify local public and private bodies that are already developing or are interested in developing the pilot project			1-2-2022																			
5.2.4	Estimate costs (Capex and Opex)			1-3-2022																			
5.2.5	Analyse of economic, environmental, social and regulatory benefits			1-3-2022																			
5.2.6	Estimate the contribution to the identified gaps under Activity 2.4			1-3-2022																			
5.2.7	Establish performance indicators to track and measure progress and compliance of the pilot project			1-3-2022																			
5.3*	**Establishment of communication material**	SIB-K	Material for communication and the final presentation of the results to the NDE, the project proponent and other participating stakeholders	1-4-2022																			
5.4*	**Presentation of the final results**	TNO	Meeting report & list of participants	15-4-2022																			

CTCN
CLIMATE TECHNOLOGY CENTRE & NETWORK

European Commission

TNO
innovation for life

May	Jun	Jul	Aug	Sept	Okt	Nov	Dec	Jan	Feb	Mar	Apr