

Monitoring & Evaluation (M&E) Plan and Impact Statement Form

Objective of the M&E Plan and Impact Statement:

- The M&E Plan and Impact Statement must be designed based on the Technical Assistance Response Plan and must enable the Implementer to complete the Closure Report at the end of the assistance.

Process for filling in the form:

- The Implementer must identify relevant quantitative and qualitative indicators as specified in the Closure Report. A sub-set of indicators to monitor and assess must be chosen among these.
- The Implementer may also identify other specific, measurable, achievable, relevant, and time-bound indicators suitable to monitor Activities, Outputs and anticipated Outcomes from the technical assistance and add to the M&E Plan and Impact Statement.
- During implementation of the TA or FTA, the Implementer must collect all relevant data as described in the Monitoring & Evaluation Plan. Aggregated data on selected indicators as well as an updated version of the Impact Statement will be presented in the Closure Report at the end of the assistance.

Basic Information	
Title of response plan	Diagnosis of the current situation of the Circular Economy for the development of a Roadmap of each requesting country
Technical assistance reference number	2019000007
Country/ countries	Ecuador, El Salvador, Cuba, Paraguay and Dominican Republic
NDE focal point and organisation	ECUADOR: <ul style="list-style-type: none"> NDE: Undersecretariat for Climate Change, Ministry of the Environment Coordinator Originally: Ricardo Proaño, Climate Change Policy Specialist. The NDE position was transferred to Paúl Melo.
	EL SALVADOR: <ul style="list-style-type: none"> NDE: Ministry of Environment and Natural Resources Coordinator: Luis Eduardo Menjivar Recinos, Coordinator of Geospatial Analysis and Development Unit
	REPÚBLICA DOMINICANA <ul style="list-style-type: none"> NDE: Climate Change Directorate, Ministry of Environment and Natural Resources Coordinator: Pedro García Brito, Director of the Climate Change Directorate, Ministry of Environment and Natural

	Resources CUBA <ul style="list-style-type: none"> • NDE: Science, Technology and Innovation Directorate, Ministry of Science, Technology and Environment • Coordinator: Armando Rodríguez Batista, Vice minister PARAGUAY <ul style="list-style-type: none"> • NDE: Ministry of the Environment • Coordinator Originally: Gustavo Evelio González Chávez, DPE Project Coordinator. The NDE position was transferred to Ing. Ulises Lovera
Sector(s) addressed	Industry, energy and waste
Technologies supported	Unconventional renewable energy. More efficient industrial technologies and redesign of process
Implementation period and total duration	12 months
Total budget for implementation	249,452.00
Designer of the response plan	CTCN-ONUDI
Implementer of response plan	SERVICIOS DE INGENIERÍA DEUMAN LIMITADA

(A) Outputs and Activities as described in the Response Plan	(B) Indicator	(C) Expected results	(D) Method and frequency for data collection	(F) Comments
Output 1: Development of the work plan and related communication documents	a) Number of deliverables produced in this output b) Number of tools and technical documents reinforced, revised or developed c) Number of other information materials strengthened, revised or created	<u>Total: 5 deliverables</u> 1 work plan for all countries. They will be adapted to each country, if necessary 1 monitoring and evaluation plan 1 Impact description 1 closure report (end of the technical assistance) 1 product presentation (ppt) 1 report on the minutes of the meeting, including the participant list.	Methodology: Data will be collected at the beginning of the technical assistance, once the deliverables 1.1, 1.2 and 1.3 are finalised for the product presentation, and at the end of the technical assistance to complete deliverable 1.4.	CTCN templates documents will be used.
Activity 1: Preparing the consultancy work plan, monitoring and evaluation plan and impact description	a) Number of deliverables produced in this output b) Number of tools and technical documents reinforced, revised or developed c) Number of other information materials	<u>Total: 6 deliverables</u> 1 work plan 1 monitoring and evaluation plan 1 Impact description (version inicial) 1 Impact description (version final) 1 closure report (end of the technical assistance) 1 product presentation	Data will be collected at the beginning of the technical assistance, once the deliverables 1.1, 1.2 and 1.3 are finalised for the product presentation, and at the end of the technical assistance to complete deliverable 1.4.	CTCN templates documents will be used.

	strengthened, revised or created	(ppt) 1 Minute of the meeting, including the participant list.		
Output 2: Diagnosis of key actors and existing circular economy initiatives in the participating country	a) Number of deliverables produced in this output b) Number of tools and technical documents reinforced, revised or developed c) Number of other information materials strengthened, revised or created	<u>Total: 15 deliverables</u> 5 meeting reports 5 product presentation (ppt) 5 Minute of the meeting, including the participant list.	Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far. Frequency: At the end of product Method: An evaluation Matrix will be used inside the product 2 template Frequency: At the end of the activity.	The evaluation report will contain an evaluation matrix that will follow a specific methodology to evaluate the level of decision and participation of each interested party in the development of Circular economy roadmap in each participating country
	a) Number of workshops for Designated National Authorities and stakeholders (industries) b) Number of other information materials strengthened, revised or created	<u>5 workshops carried out (one per country)</u> 5 workshop of presentation of the technical assistance 5 information material created (one per workshop) 5 Attendance lists at all workshop.	Method: Verification of participants in the attendance list (must present the NDE and the greatest number of interested parties) and the materials used. Frequency: At the end of product.	
	a) Number of TA progress meetings with Designated National Authorities b) Number of information materials created: Power Point	<u>Total: 10 progress meetings (two per country)</u> 5 progress meeting on the preliminary list of stakeholders per country 5 progress meeting advances of the mapping scheme of identified actors 10 information materials created: Power point (1 per progress meeting)	Method: Recording of minutes and attendance lists at all technical assistance meetings. Frequency: At the end of product.	There is a minutes format which must be completed at the end of each meeting with its respective attendance sheet.
	Number of stakeholders proposed to hold validation meetings	A maximum of 13 stakeholders to be validated per country except Cuba.	Methodology: Verify if the number of validated stakeholders approved by CTCN and national entities matches with the proposed list. Frequency: At the start of product 2.	As part of Activity 2.1 specifically for the elaboration of the Gender Equity Plan, it is possible to identify specific stakeholders working on the gender variable, which will be included during the development of the service

	<p>Percentage of men and women participants:</p> <p>a) workshop</p> <p>b) product presentation</p> <p>c) Progress meetings</p>	<p>45% of men and 60% of women participants at all meetings</p>	<p>Method: Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency: At the end of product 2.</p>	<p>At the end of each meeting an attendance format will be filled with each minute, with signatures (face-to-face) or with an image of the participants (virtual).</p>
<p>Activity 2.1: Initial meeting to present technical assistance with the different stakeholders of the participating countries</p>	<p>a) Number of TA progress meetings with the Designated National Authorities</p> <p>b) Number of information materials created: Power Point</p>	<p><u>Total: 5 progress meetings (one per country)</u></p> <p>5 progress meeting on the presentation of the preliminary list of stakeholders per country</p> <p>5 information materials created: Power point (1 per progress meeting).</p>	<p>Method: Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency: At the end of product.</p>	<p>There is a minute's format which must be completed at the end of each meeting with its respective attendance sheet.</p>
	<p>Workshops</p> <p>a) Number of workshops addressed to the Designated National Authorities and stakeholders (industries)</p> <p>b) Number of other information materials strengthened, revised or created</p>	<p><u>Total: 5 workshops carried out (one per country)</u></p> <p>5 workshops of presentation of the technical assistance</p> <p>5 information material created (one per workshop)</p>	<p>Method: Verification of participants in the attendance list (must present the NDE and the greatest number of interested parties) and the materials used.</p> <p>Frequency: At the end of product.</p>	<p>This workshop is intended for the presentation of technical assistance in the country, incorporating the STH suggested by the NDE in RP 1.</p>
	<p>Percentage of men and women participants:</p> <p>a) workshop</p> <p>b) Progress meetings</p>	<p>45% of men and 55% of women participants</p>	<p>Method: Recording of minutes and attendance lists</p> <p>Frequency: At the end of activity.</p>	<p>At the end of the meeting an attendance format will be filled with the minutes, with signatures (face-to-face) or with an image of the participants (virtual).</p>
	<p>Product presentation</p> <p>a) Number of deliverables produced in this output</p>	<p><u>Total: 5 deliverable</u></p> <p>5 meeting reports, one for each country</p>	<p>Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far.</p> <p>Frequency: At the end of product</p>	<p>The CTCN review will be taken into account to coordinate the presentation of the product to the customer.</p>
	<p>Product presentation</p> <p>a) Number of deliverables produced in this output</p> <p>b) Number of tools and technical documents strengthened, revised or developed</p>	<p><u>Total: 5 deliverables</u></p> <p>5 evaluation report</p> <p>5 product presentation (ppt)</p>	<p>Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far.</p> <p>Frequency: At the end of product</p>	<p>The evaluation report will contain an evaluation matrix that will follow a specific methodology to evaluate the level of decision and participation of</p>
<p>Activity 2.2: Exploration and Diagnosis of actors and initiatives</p>	<p>Product presentation</p> <p>a) Number of deliverables produced in this output</p> <p>b) Number of tools and technical documents strengthened, revised or developed</p>	<p><u>Total: 5 deliverables</u></p> <p>5 evaluation report</p> <p>5 product presentation (ppt)</p>	<p>Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far.</p> <p>Frequency: At the end of product</p>	<p>The evaluation report will contain an evaluation matrix that will follow a specific methodology to evaluate the level of decision and participation of</p>

	c) Number of other information materials strengthened, revised or created			each interested party in the development of Circular economy roadmap in each participating country
	<p>Total, number of meetings with stakeholders</p> <p>a) Number of meetings with stakeholders Priority 1</p> <p>b) Number of meetings with stakeholders Priority 2</p> <p>Number of meetings with stakeholders Priority 3</p>	<p><u>75 meetings with stakeholders (15 per country)</u></p> <p>a) stakeholders of priority 1</p> <p>b) stakeholders of priority 2</p> <p>c) stakeholders of priority 3</p>	<p>Method: Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency: At the end of activity.</p>	At the end of each meeting an attendance format will be filled with each minute, with signatures (face-to-face) or with an image of the participants (virtual). Greater emphasis will be placed on highlighting the STH suggested by the NDE.
	<p>Progress meetings</p> <p>a) Number of TA progress meetings with Designated National Authorities</p> <p>b) Number of information materials created: Power Point</p>	<p><u>Total: 5 progress meetings (one per country)</u></p> <p>5 progress meeting advances of the mapping scheme of identified actors</p> <p>5 information materials created: Power point (1 per progress meeting)</p>	<p>Method: Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency: At the end of product</p>	There is a minute's format which must be completed at the end of each meeting with its respective attendance sheet.
	<p>Percentage of men and women participants:</p> <p>a) Progress meetings</p>	45% of men and 55% of women participants at all meetings	<p>Method: Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency: At the end of product 2.</p>	At the end of each meeting an attendance format will be filled with each minute, with signatures (face-to-face) or with an image of the participants (virtual).
Output 3: Identification of the perceived value of the circular economy and of benefits, weaknesses, opportunities and challenges in each participating country	<p>Product presentation</p> <p>a) Number of deliverables produced in this output</p> <p>b) Number of tools and technical documents reinforced, revised or developed</p> <p>c) Number of other information materials strengthened, revised or created</p>	<p><u>Total: 25 deliverables</u></p> <p>5 Map reports of the main economic activities of each country</p> <p>5 Reports of identified strengths and opportunities</p> <p>5 Reports of identified weaknesses and barriers</p> <p>5 Reports with indicator matrix</p> <p>5 product presentation (ppt)</p>	<p>Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far.</p> <p>Frequency: At the end of product</p> <p>Method: Recording of minutes and attendance lists.</p> <p>Frequency: At the end of product.</p>	The CTCN review will be taken into account to coordinate the presentation of the product to the customer. There is a minute's format that must be completed at the end of each meeting with their respective attendance sheet.

	<p>Progress meetings</p> <p>a) Number of TA progress meetings with Designated National Authorities</p> <p>b) Number of information materials created: Power Point</p>	<p><u>Total: 10 progress meetings (two per country)</u></p> <p>5 progress meeting on the diagnosis of perceived benefits</p> <p>5 progress meetings on the diagnosis of strengths and opportunities.</p> <p>10 information materials created: Power point (1 per progress meeting)</p>	<p>Method: Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency: At the end of product.</p>	<p>There is a minute's format which must be completed at the end of each meeting with its respective attendance sheet.</p>
	<p>Work table</p> <p>a) Number of work tables addressed to the main stakeholders (industries)</p> <p>b) Number of other information materials strengthened, revised or created</p>	<p><u>Total: 5 work tables carried out (one per country)</u></p> <p>5 work table of the results of the international experiences of circular economy, and a conversation and debate of the scopes and revision of expectations of the product 3 per SWOT matrix</p> <p>5 information material created (one per work table)</p> <p>5 Minute of the meeting, including the participant list</p>	<p>Method: An inquiry guideline and PPT will be used.</p> <p>Frequency: At the beginning and during the meeting.</p>	<p>An inquiry guideline is a document elaborated by the consulting team in order to provide specific objectives to be achieved with focal questions that help to collect information easily (It will be included in the annex)</p>
	<p>Percentage of men and women participants:</p> <p>a) Progress meetings</p> <p>b) Presentation of the product</p>	<p>45% of men and 55% of women participants at all meetings</p>	<p>Method: Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency: At the end of product 3.</p>	<p>At the end of each meeting an attendance format will be filled with each minute, with signatures (face-to-face) or with an image of the participants (virtual).</p>
Activity 3.1: Diagnosis of perceived benefits	<p>Product presentation</p> <p>a) Number of deliverables produced in this output</p> <p>b) Number of tools and technical documents strengthened, revised or developed</p>	<p><u>Total: 5 deliverables</u></p> <p>5 Map report of the main economic activities of each country</p>	<p>Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far.</p> <p>Frequency: At the end of product</p>	<p>The CTCN review will be taken into account to coordinate the presentation of the product to the customer.</p>
	<p>Progress meetings</p> <p>a) Number of TA progress meetings with Designated National Authorities</p> <p>b) Number of information materials created: Power Point</p>	<p><u>Total: 5 progress meetings</u></p> <p>5 progress meeting on the diagnosis of perceived benefits</p> <p>5 information materials created: Power point (1 per progress meeting)</p>	<p>Method: Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency: At the end of product.</p>	<p>There is a minute's format which must be completed at the end of each meeting with its respective attendance sheet.</p>

	<p>Percentage of men and women participants:</p> <p>a) Progress meetings b) Presentation of the product</p>	<p>45% of men and 55% of women participants at all meetings</p>	<p>Method: Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency: At the end of product 3.</p>	<p>At the end of each meeting an attendance format will be filled with each minute, with signatures (face-to-face) or with an image of the participants (virtual).</p>
Activity 3.2: Diagnosis of strengths and opportunities	<p>Product presentation</p> <p>a) Number of deliverables produced in this output b) Number of tools and technical documents strengthened, revised or developed</p>	<p><u>Total: 5 deliverables</u></p> <p>5 reports of identified strengths and opportunities</p>	<p>Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far.</p> <p>Frequency: At the end of product</p> <p>Method: Recording of minutes and attendance lists.</p> <p>Frequency: At the end of product.</p>	<p>The CTCN review will be taken into account to coordinate the presentation of the product to the customer. There is a minute's format that must be completed at the end of each meeting with their respective attendance sheet.</p>
	<p>Progress meetings</p> <p>a) Number of TA Progress meetings with Designated National Authorities b) Number of information materials created: Power Point</p>	<p><u>Total: 5 progress meetings (two per country)</u></p> <p>5 progress meeting on the diagnosis of strengths and opportunities 5 information materials created: Power point (1 per progress meeting)</p>	<p>Method: Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency: At the end of product.</p>	<p>There is a minute's format which must be completed at the end of each meeting with its respective attendance sheet.</p>
	<p>Number of participants in the event above</p>	<p>45% of men and 55% of women participants</p>	<p>Method: Recording of minutes and attendance lists.</p> <p>Frequency: At the end of the activity.</p>	<p>At the end of the meeting an attendance format will be filled with the minutes, with signatures (face-to-face) or with an image of the participants (virtual).</p>
	<p>Product presentation</p> <p>a) Number of deliverables produced in this output b) Number of tools and technical documents strengthened, revised or developed</p>	<p><u>Total: 5 deliverables</u></p> <p>5 reports of identified weaknesses and barriers</p>	<p>Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far.</p> <p>Frequency: At the end of product</p>	<p>The CTCN review will be taken into account to coordinate the presentation of the product to the customer. There is a minute's format that must be completed at the end of each meeting with their respective attendance sheet.</p>
Activity 3.3: Diagnosis of strengths and opportunities	<p>Product presentation</p> <p>a) Number of deliverables produced in this output b) Number of tools and technical documents strengthened, revised or developed</p>	<p><u>Total: 5 deliverables</u></p> <p>5 reports of identified weaknesses and barriers</p>	<p>Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far.</p> <p>Frequency: At the end of product</p>	<p>The CTCN review will be taken into account to coordinate the presentation of the product to the customer. There is a minute's format that must be completed at the end of each meeting with their respective attendance sheet.</p>

	<p>Work table</p> <p>a) Number of work tables addressed to the main stakeholders (industries)</p> <p>b) Number of other information materials strengthened, revised or created</p>	<p><u>Total: 5 work tables carried out (one per country)</u></p> <p>5 work table of the results of the international experiences of circular economy, and a conversation and debate of the scopes and revision of expectations of the product 5</p> <p>5 information material created (one per work table)</p> <p>1 Minute of the meeting, including the participant list</p>	<p>Method: An inquiry guideline and PPT will be used.</p> <p>Frequency: At the beginning and during the meeting.</p>	<p>An inquiry guideline is a document elaborated by the consulting team in order to provide specific objectives to be achieved with focal questions that help to collect information easily (It will be included in the annex)</p>
	<p>Percentage of men and women participants:</p> <p>a) Work table</p> <p>b) Product presentation</p>	<p>45% of men and 55% of women participants at all meetings</p>	<p>Method: Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency: At the end of product 4.</p>	<p>At the end of each meeting an attendance format will be filled with each minute, with signatures (face-to-face) or with an image of the participants (virtual)</p>
<p>Activity 3.4: Development of a matrix of indicators</p>	<p>Product presentation</p> <p>a) Number of deliverables produced in this output</p> <p>b) Number of tools and technical documents strengthened, revised or developed</p> <p>c) Number of other information materials strengthened, revised or created</p>	<p><u>Total: 10 deliverables</u></p> <p>5 reports with indicator matrix</p> <p>5 product presentation (ppt)</p>	<p>Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far.</p> <p>Frequency: At the end of product</p> <p>Method: Recording of minutes and attendance lists.</p> <p>Frequency: At the end of product.</p>	<p>The CTCN review will be taken into account to coordinate the presentation of the product to the customer. There is a minute's format that must be completed at the end of each meeting with their respective attendance sheet.</p>
<p>Output 4: Compilation of international experiences</p>	<p>Product presentation</p> <p>a) Number of deliverables produced in this output</p> <p>b) Number of tools and technical documents strengthened, revised or developed</p> <p>c) Number of other information materials strengthened, revised or created</p>	<p><u>Total: 3 deliverables</u></p> <p>1 general reports of country cases that have been successful in applying a general, sectoral or specific model of the circular economy</p> <p>1 reports of lessons learned from the main barriers, challenges and opportunities and what policies, incentives or conditions were developed for successful application of the circular model</p> <p>1 report with comparative experience matrix</p>	<p>Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far.</p> <p>Frequency: At the end of product</p> <p>Method: Recording of minutes and attendance lists.</p> <p>Frequency: At the end of product.</p>	<p>The CTCN review will be taken into account to coordinate the presentation of the product to the customer. There is a minute's format that must be completed at the end of each meeting with their respective attendance sheet.</p>

		1 product presentation (ppt)		
	Progress meetings a) Number of TA Progress meetings with Designated National Authorities b) Number of information materials created: Power Point	<u>Total: 1 Progress meetings (for all countries)</u> 1 international success story benchmarking progress meeting and diagnosis of international case conditions and opportunities 1 information materials created: Power point (per progress meeting).	Method: Recording of minutes and attendance lists at all technical assistance meetings. Frequency: At the end of product.	There is a minute's format which must be completed at the end of each meeting with its respective attendance sheet.
	Percentage of men and women participants: a) Product presentation b) Progress review	45% of men and 55% of women participants at all meetings	Method: Recording of minutes and attendance lists at all technical assistance meetings. Frequency: At the end of product 4.	At the end of each meeting an attendance format will be filled with each minute, with signatures (face-to-face) or with an image of the participants (virtual)
Activity 4.1: Benchmarking of international success stories	Product presentation a) Number of deliverables produced in this output b) Number of tools and technical documents strengthened, revised or developed	<u>Total: 1 deliverable</u> 1 general report of cases of countries that have been successful in applying a general, sectoral or specific model of the circular economy	Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far. Frequency: At the end of product	The CTCN review will be taken into account to coordinate the presentation of the product to the customer.
Activity 4.2: Diagnosis of the conditions and opportunities of international cases	Product presentation a) Number of deliverables produced in this output b) Number of tools and technical documents strengthened, revised or developed	<u>Total: 1 deliverable</u> 1 report of lessons learned from the main barriers, challenges and opportunities and what policies, incentives or conditions were developed for a successful application of the circular model	Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far. Frequency: At the end of product	The CTCN review will be taken into account to coordinate the presentation of the product to the customer.
	Progress meetings a) Number of TA Progress meetings with Designated National Authorities b) Number of information materials created: Power Point	<u>Total: 1 Progress meetings (for all countries)</u> 1 benchmarking progress meeting of international success stories and diagnosis of international case conditions and	Method: Recording of minutes and attendance lists at all technical assistance meetings. Frequency: At the end of product.	There is a minute's format which must be completed at the end of each meeting with its respective attendance sheet.

		opportunities 1 information materials created: Power point (per progress meeting)		
	Percentage of men and women participants: a) Progress review	45% of men and 55% of women participants at all meetings	Method: Recording of minutes and attendance lists at all technical assistance meetings. Frequency: At the end of product 4.	At the end of each meeting an attendance format will be filled with each minute, with signatures (face-to-face) or with an image of the participants (virtual)
Activity 4.3: Design of a comparative experience matrix	Product presentation a) Number of deliverables produced in this output b) Number of tools and technical documents strengthened, revised or developed c) Number of other information materials strengthened, revised or created	<u>Total: 3 deliverables</u> 1 report with comparative matrix of experiences 1 product presentation (ppt)	Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far. Frequency: At the end of product Method: Recording of minutes and attendance lists. Frequency: At the end of product.	The CTCN review will be taken into account to coordinate the presentation of the product to the customer. There is a minute's format that must be completed at the end of each meeting with their respective attendance sheet.
Output 5: Mapping of successful cases of application of industry 4.0 in favour of the circular economy at the international level and adoption of some practices at the local level taking into account technological developments in these countries.	Product presentation a) Number of deliverables produced in this output b) Number of tools and technical documents strengthened, revised or developed c) Number of other information materials strengthened, revised or created	<u>Total: 11 deliverables</u> 5 general diagnostic reports on the level of development of 4.0 industries for each participating country and analysis of the main technologies of the fourth industrial revolution 1 reports that present the benefits of empowering the actors and initiatives identified in Output 2 with new circular disruptive business models with the technologies identified in Activity 5.1. 5 product presentation (ppt)	Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far. Frequency: At the end of product Method: Recording of minutes and attendance lists. Frequency: At the end of product.	The CTCN review will be taken into account to coordinate the presentation of the product to the customer. There is a minute's format that must be completed at the end of each meeting with their respective attendance sheet.
	Progress meetings a) Number of TA Progress meetings with Designated National Authorities b) Number of information materials created: Power Point	<u>Total: 1 Progress meetings (for all countries)</u> 1 international success story benchmarking progress meeting and diagnosis of international case conditions and opportunities 1 information materials created: Power point (per progress meeting)	Method: Recording of minutes and attendance lists at all technical assistance meetings. Frequency: At the end of product.	There is a minute's format which must be completed at the end of each meeting with its respective attendance sheet.

	<p>Percentage of men and women participants:</p> <p>a) Product presentation</p> <p>b) Progress review</p>	45% of men and 55% of women participants at all meetings	<p>Method: Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency: At the end of product 4.</p>	At the end of each meeting an attendance format will be filled with each minute, with signatures (face-to-face) or with an image of the participants (virtual)
Activity 5.1: Analysis of technologies, benefits and opportunities of the fourth industrial revolution	<p>Product presentation</p> <p>a) Number of deliverables produced in this output</p> <p>b) Number of tools and technical documents strengthened, revised or developed</p>	<p><u>Total: 5 deliverables</u></p> <p>5 General diagnostic reports on the level of development of 4.0 industries for each participating country and analysis of the main technologies of the fourth industrial revolution</p>	<p>Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far.</p> <p>Frequency: At the end of product</p>	The CTCN review will be taken into account to coordinate the presentation of the product to the customer.
	<p>Progress meetings</p> <p>a) Number of TA Progress meetings with Designated National Authorities</p> <p>b) Number of information materials created: Power Point</p>	<p><u>Total: 1 Progress meetings (for all countries)</u></p> <p>1 international success story benchmarking progress meeting and diagnosis of international case conditions and opportunities</p> <p>1 information materials created: Power point (per progress meeting).</p>	<p>Method: Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency: At the end of product.</p>	There is a minute's format which must be completed at the end of each meeting with its respective attendance sheet.
	<p>Percentage of men and women participants:</p> <p>a) Product presentation</p> <p>b) Progress review</p>	45% of men and 55% of women participants at all meetings	<p>Method: Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency: At the end of product 4.</p>	At the end of each meeting an attendance format will be filled with each minute, with signatures (face-to-face) or with an image of the participants (virtual)
Activity 5.2: Diagnosis of the potential benefit of applying industry 4.0 to circular economy models	<p>Product presentation</p> <p>a) Number of deliverables produced in this output</p> <p>b) Number of tools and technical documents strengthened, revised or developed</p> <p>c) Number of other information materials strengthened, revised or created</p>	<p><u>Total: 10 deliverables</u></p> <p>5 Reports that present the benefits of empowering the actors and initiatives identified in Output 2 with new circular disruptive business models with the technologies identified in Activity 5.1.</p> <p>5 product presentation (ppt)</p>	<p>Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far.</p> <p>Frequency: At the end of product</p>	The CTCN review will be taken into account to coordinate the presentation of the product to the customer.

	<p>Percentage of men and women participants:</p> <p>a) Product presentation</p> <p>b) Progress review</p>	<p>45% of men and 55% of women participants at all meetings</p>	<p>Method: Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency: At the end of product 4.</p>	<p>At the end of each meeting an attendance format will be filled with each minute, with signatures (face-to-face) or with an image of the participants (virtual)</p>
<p>Output 6: Identification of potential projects in the circular economy for each applicant country, prioritizing specific territories</p>	<p>Product presentation</p> <p>a) Number of deliverables produced in this output</p> <p>b) Number of tools and technical documents strengthened, revised or developed</p> <p>c) Number of other information materials strengthened, revised or created</p>	<p><u>Total: 36 deliverables</u></p> <p>5 Evaluation reports to identify and define potential projects agreed with the NDT in each participating country and a report of the meeting</p> <p>5 Drafts of a roadmap for the implementation of the circular economy for each country.</p> <p>5 Material for the final workshop to present the results to the NDT and the applicant organisations and 5 report of the meeting.</p> <p>1 draft MoU for the creation of a regional platform for the circular economy and alternatives for south-south cooperation.</p> <p>5 list of participants.</p> <p>5 report on the successes of the event.</p>	<p>Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far.</p> <p>Frequency: At the end of product</p> <p>Method: Recording of minutes and attendance lists.</p> <p>Frequency: At the end of product.</p>	<p>The CTCN review will be taken into account to coordinate the presentation of the product to the customer. There is a minute's format that must be completed at the end of each meeting with their respective attendance sheet</p>
	<p>Work table</p> <p>a) Number of work tables addressed to the main stakeholders (industries)</p> <p>b) Number of other information materials strengthened, revised or created</p>	<p><u>Total: 5 work tables carried out (one per country)</u></p> <p>5 Working tables with the CTCN and the main stakeholders of each country</p> <p>5 information material created (one per work table)</p>	<p>Method: An inquiry guideline and PPT will be used.</p> <p>Frequency: At the beginning and during the meeting.</p>	<p>An inquiry guideline is a document elaborated by the consulting team in order to provide specific objectives to be achieved with focal questions that help to collect information easily (It will be included in the annex)</p>
	<p>Progress meetings</p> <p>a) Number of TA Progress meetings with Designated National Authorities</p> <p>b) Number of other information materials strengthened, revised or created</p>	<p><u>Total: 10 Progress meetings (one per country)</u></p> <p>5 progress meeting with the NDE of each country (one meeting per country) showing the productive processes and/or economic activities identified to be considered in the pilot(s). These will be</p>	<p>Method: Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency: At the end of product.</p>	<p>There is a minute's format which must be completed at the end of each meeting with its respective attendance sheet.</p>

		<p>defined by the NDE of each participating country to define the pilot projects</p> <p>5 Progress meetings with the NDE and CTCN of each country showing the selection of pilot projects</p> <p>10 information materials created: Power point (per progress meeting)</p>		
	<p>Workshops</p> <p>a) Number of workshops addressed to the Designated National Authorities and stakeholders (industries)</p> <p>b) Number of other information materials strengthened, revised or created</p>	<p><u>Total: 1 workshop carried out (two per country)</u></p> <p>1 workshop of presentation of the final resultant</p> <p>These are the materials considered as deliverables 3 and 4 of product 6</p>	<p>Method:</p> <p>Verification of participants in the attendance list (must present the NDE and the greatest number of interested parties) and the materials used.</p> <p>Frequency:</p> <p>At the end of product.</p>	
	<p>Percentage of men and women participants:</p> <p>a) Product presentation</p> <p>b) Worktable</p> <p>c) Progress review</p>	<p>45% of men and 55% of women participants at all meetings</p>	<p>Method:</p> <p>Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency:</p> <p>At the end of product 4.</p>	<p>At the end of each meeting an attendance format will be filled with each minute, with signatures (face-to-face) or with an image of the participants (virtual)</p>
Activity 6.1: Pilot definition	<p>Progress meetings</p> <p>a) Number of TA Progress meetings with Designated National Authorities</p> <p>b) Number of information materials created: Power Point</p>	<p><u>Total: 5 Progress meetings (one per country)</u></p> <p>5 progress meeting with the NDE of each country (one meeting per country) showing the productive processes and/or economic activities identified to be considered in the pilot(s). These will be defined by the NDE of each participating country to define the pilot projects</p> <p>5 information materials created: Power point (per progress meeting)</p>	<p>Method:</p> <p>Recording of minutes and attendance lists at all technical assistance meetings.</p> <p>Frequency:</p> <p>At the end of product.</p>	<p>There is a minute's format which must be completed at the end of each meeting with its respective attendance sheet.</p>
	<p>Work table</p> <p>a) Number of work tables addressed to the main stakeholders (industries)</p> <p>b) Number of other information materials strengthened, revised or created</p>	<p><u>Total: 4 work tables carried out (one per country except Cuba)</u></p> <p>4 Working tables with the CTCN and the main stakeholders of each country for the preliminary review of pilot projects.</p> <p>4 information material created (one per work table)</p>	<p>Method:</p> <p>An inquiry guideline and PPT will be used.</p> <p>Frequency:</p> <p>At the beginning and during the meeting.</p>	<p>An inquiry guideline is a document elaborated by the consulting team in order to provide specific objectives to be achieved with focal questions that help to collect information easily (It will be included in the</p>

				annex)
	Percentage of men and women participants: a) Product presentation b) Worktable c) Progress review	45% of men and 55% of women participants at all meetings	Method: Recording of minutes and attendance lists at all technical assistance meetings. Frequency: At the end of product 4.	At the end of each meeting an attendance format will be filled with each minute, with signatures (face-to-face) or with an image of the participants (virtual)
	Number of pilot projects proposed	5 pilot projects proposed (one per country)	Method: The pilot projects for the circular economy will be developed and proposed after the validation of the NDE of the processes and activities that will be taken into account. Frequency: At the end of activity 6.1	
Activity 6.2: Presentation of the results to the different applicant countries	Product presentation a) Number of deliverables produced in this output b) Number of tools and technical documents strengthened, revised or developed	<u>Total: 5 deliverables</u> 5 Evaluation reports to identify and define potential projects agreed with the NDT in each participating country 5 Drafts of a roadmap for the implementation of the circular economy for each country.	Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far. Frequency: At the end of product	The CTCN review will be taken into account to coordinate the presentation of the product to the customer.
	Progress meetings a) Number of TA Progress meetings with Designated National Authorities b) Number of information materials created: Power Point	<u>Total: 10 Progress meetings (one per country)</u> 5 Progress meetings with the NDE and CTCN of each country showing the selection of pilot projects 5 information materials created: Power point (per progress meeting)	Method: Recording of minutes and attendance lists at all technical assistance meetings. Frequency: At the end of product.	There is a minute's format which must be completed at the end of each meeting with its respective attendance sheet.
	Percentage of men and women participants: a) Product presentation b) Progress review	45% of men and 55% of women participants at all meetings	Method: Recording of minutes and attendance lists at all technical assistance meetings. Frequency: At the end of product 4.	At the end of each meeting an attendance format will be filled with each minute, with signatures (face-to-face) or with an image of the participants (virtual)

Activity 6.3: Organization of a final workshop to present the results of the technical assistance work in the applicant countries	Product presentation a) Number of deliverables produced in this output b) Number of tools and technical documents strengthened, revised or developed c) Number of other information materials strengthened, revised or created	<u>Total: 5 deliverables</u> 1 draft MoU for the creation of a regional platform for circular economy and south-south cooperation alternatives 1 Material for the final workshop to present the results to the NDT and the applicant organisations 1 report of the meeting. 1 list of participants. 1 report on the success of the event.	Method: Verify the compliance of the product presentation to the client and to the stakeholders verified so far. Frequency: At the end of product Method: Meeting report, success report and attendance lists Frequency: At the end of product.	The CTCN review will be taken into account to coordinate the presentation of the product to the customer. There is a minute's format that must be completed at the end of each meeting with their respective attendance sheet Meeting report, success report and attendance lists are presented after workshop 3
	Workshops a) Number of workshops addressed to the Designated National Authorities and stakeholders (industries) b) Number of other information materials strengthened, revised or created	<u>Total: 1 workshop carried out (two per country)</u> 1 workshop of presentation of the final resultant These are the materials considered as deliverables 3 and 4 of product 6	Method: Verification of participants in the attendance list (must present the NDE and the greatest number of interested parties) and the materials used. Frequency: At the end of product.	
	Percentage of men and women participants: a) Product presentation b) Worktable c) Progress review	45% of men and 55% of women participants at all meetings	Method: Recording of minutes and attendance lists at all technical assistance meetings. Frequency: At the end of product 4.	At the end of each meeting an attendance format will be filled with each minute, with signatures (face-to-face) or with an image of the participants (virtual)

Note: The Response Plan may contain information useful for the section below. The information in the table below will be used by the CTCN for public communication of the achieved and expected results of the Technical Assistance through the CTCN website www.ctc-n.org and other communication channels. See for example: https://www.ctc-n.org/sites/www.ctc-n.org/files/benin_a_ag_forestry.final.pdf

Impact Statement	
Challenge	Ecuador, Dominican Republic, Paraguay, El Salvador and Cuba have different context about the current status on implementing circular strategies. Also, the circular initiatives have different scale in the countries. The necessity of having a roadmap to guide all the actors and economic sectors is relevant for accelerate the transition of circular economy and the implementation of new strategies focused on sustainable mechanisms. In addition, the development of a roadmap in five countries have the potential to promote south-south

	cooperation to accelerate the transition.
CTCN assistance	<p>- Diagnosis of the current situation of the circular economy of each requesting country - Roadmap of General Circular Economy, sectorial and / or of a specific process relevant to climate change for access to financial mechanisms that can scale up the work of this TA.</p> <p>Provide tools for innovation, technology transfer and combat climate change, complying with NDC and SDG of each requesting country.</p>
Anticipated impact	Expected increase in the economy and social welfare through the future generation of new jobs and enterprises. Providing tools for innovation and incorporation of technologies, maintaining competition and reducing the environmental impact of their productive activities
Anticipated co-benefits from the TA	The co-benefits associated with improved food security, the resilience the project provides to climate change impacts and how it engages sustainable development at the local and national level.
Gender aspects of the TA	The impact of limiting gender gaps in the circular transition is significant, since the diversification of human capital in the areas of innovation in the main productive sectors of the countries will increase the range of alternatives to be implemented and the improvement in decision making will increase significantly.
Anticipated contribution to NDC	<p>The circular economy has a direct impact on consumption and production models, turning the linear economy into an economy that closes loops and generates greater social and economic opportunities.</p> <p>In this sense, reorienting production models through the implementation of renewable energy sources, energy savings and optimization of the use of natural resources contributes significantly to the achievement of the NDCs proposed by each country that is part of the technical assistance.</p>
The narrative story	<p>The development of technical assistance products has made it possible to inform the countries of their level of progress in the transition to a circular economy in their productive sectors.</p> <p>In general, it has allowed them to learn about major barriers such as conventional consumption and production models, issues associated with improper waste management, which often leads to poorly managed landfills that generate deplorable environmental health conditions.</p> <p>In this sense, and based on the opportunities mapped internally and internationally, the assistance countries have been able to learn about the range of opportunities that can be offered by adapting to new business and production models that will generate, in the country's key economic activities, greater resilience to face the problems caused by climate change as the main factor.</p> <p>Through the promotion of pilot models and the implementation of its roadmap with the active and transversal participation of its key stakeholders, the transition process towards the circular economy, and the generation of co-benefits that it entails, will be presented in a more accelerated manner at environmental, economic and social levels.</p>

<p>Contribution to SDGs</p>	<p>SDG 11: Make cities and human settlements inclusive, safe, resilient and sustainable</p> <ul style="list-style-type: none"> - Provide access to safe, affordable, accessible and sustainable transport systems for all, improving road safety, notably by expanding public transport, with special attention to the needs of those in vulnerable situations, women, children, persons with disabilities and older persons - Support positive economic, social and environmental links between urban, peri-urban and rural areas by strengthening national and regional development planning <p>SDG 12: Ensure sustainable consumption and production patterns</p> <ul style="list-style-type: none"> - Achieve the sustainable management and efficient use of natural resources - Achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment <p>SDG 13: Take urgent action to combat climate change and its impacts</p> <ul style="list-style-type: none"> - Strengthen resilience and adaptive capacity to climate-related hazards and natural disasters in all countries.
<p>Reference to knowledge products</p>	<p>In the development of the technical assistance, the documents present in the list presented in the UNFCCC Technology Executive Committee (TEC) knowledge products (publications, briefs, tools, etc.) were not used. However, the search for information considered in the secondary information gathering was based on official public information, which generated reliable and fruitful sources for the study.</p>