

# 2015 ANNUAL REPORT

## ENVIRONMENTAL PROTECTION AGENCY



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## SUMMARY OF ACHIVEMENTS 2015

The Agency's performance on its 2015 annual workplan was affected by the unavailability of financial resources during the first eight (8) months of the year. As such, Monitoring and Site Visits for Environmental Authorisation were restricted, which resulted in backlogs. However, the Litter Enforcement Programme was active during this period, as were some aspects of the Education and Awareness Programme. Donor-funded projects, e.g. the Regional Biosafety Project, National Biodiversity Strategy and Action Plan (NBSAP), and Guyana Protected Areas Systems Project, etc. continued to be implemented as planned.

In September, 2015, after approval of the national budget, the Agency proceeded with the implementation of its Work Plan for the remainder of the year. The Agency made adjustments as was necessary to reduce the backlog of Site Visits and Complaints Inspections, etc. Some activities under the Education and Awareness and Capacity Building Programmes which were re-scheduled for the last quarter of the year were also implemented.

Achievements for the year under major Programmes being implemented by the Agency are summarized below.

### **ENVIRONMENTAL MANAGEMENT - COMPLIANCE & ENFORCEMENT**

#### **Environmental Complaints and Reports of Littering**

Two hundred and fifty-four (254) complaints were received of which eighty percent (80%) originated from Region 4, fourteen percent (14%) from Region 3, three percent (3 %) from Region 5, and two percent (2%) from Region 6.

#### **Citations, Fixed Penalty and Notice to Attend Court**

Two hundred (200) citations (Clean-up and Litter Removal Orders) were issued, the majority (76%) of which were issued within Region 4, including Georgetown with a compliance rate of eighty-nine (89%). Seventy-five (75) fixed penalties were issued for the year with a compliance rate of sixty-one percent (61%) and non-compliance cases were pursued in Court. Thirty-seven (37) Notices to attend Court were issued for litter offences, with charges varying from thirty thousand dollars (\$30,000) to fifty thousand dollars (\$50,000); nine (9) were

successfully prosecuted; twelve (12) were withdrawn; nine (9) were dismissed by the Courts, and Warrants were issued for seven (7).

### **Investigation of Illegal Dumpsites**

Fifty-three (53) illegal dumpsites were investigated for the year, within Georgetown, and along the East Coast of Demerara and East Bank of Demerara, most of which were cleaned and are currently maintained by the respective Local Organs.

### **Litter Assessments**

Fourteen (14) assessments were conducted within Regions 3 and 4 with the exception of Georgetown. Local Organs were apprised of litter issues and challenges within their respective jurisdiction and collaboration with them continued through technical support to address the issue of littering.

### **Compliance Monitoring**

Seventy-four (74) permitted facilities were inspected in 2015. Permitted facilities were grouped by environmental risks, resulting in thirty-three (33) high risk projects, thirty-five (35) medium, and six (6) low risk.

Outreach sessions were conducted with Local Authorities in Regions 2, 5 and 6 to raise awareness on the EPA Guidelines on Poultry Rearing, Swine Rearing, Spray Painting and the Litter Enforcement Regulations.

## **ENVIRONMENTAL MANAGEMENT - PERMITTING**

### **Environmental Authorisations**

Five hundred and eighty-five (585) Applications for Environmental Authorisations were received, of which three hundred and sixty-six (366) were for Short-Term Noise Permits. While Applications for Noise Permits remained at around the same level as last year, the Applications for Projects declined by twenty-one per cent (21 %).

Four hundred and forty-one (441) Environmental Authorisations were granted, of which three hundred and sixty-six (366) were Short-term Noise Permits. The seventy-five (75) Environmental Authorisations for Project issued represent a twenty-six percent (26%) decrease (26%) compared to 2014.

Several large-scale projects were authorized this year by the Agency, including *Pharsalus Gold Inc.* for gold mining, *Sherwood Forrest Incorporated* for logging and exploration, and *Barama Company Limited (BCL)* for logging.

### **Water Quality Management**

Technical inputs were provided for the *Code of Practice for Water Manufacturers and Filling Premises*, and, with the Guyana National Bureau of Standards (GNBS), the review of the *Interim Guidelines for Industrial Effluent Discharge into the Environment* was facilitated. Guidelines were also developed for the management of water resources within the mining and forestry sectors, and for Wastewater Treatment options. Drafts were prepared for a Monitoring Protocol for the Dakoura Watershed in Linden, and for EPA's Water Sampling Protocol.

### **Hazardous Wastes/Materials & Air Quality Management**

Projects and activities with a hazardous materials, or hazardous wastes component continued to be authorized. These included scrap metal yards, facilities that store and export used lead acid batteries (ULABs), persons or companies removing and disposing of asbestos, among others. Also, a new Environmental Guideline was developed while two existing ones were revised.

### **BIODIVERSITY MANAGEMENT**

#### **Guyana Protected Areas System (GPAS) Project- Phase II**

In 2014, the Agency received a total sum of EUR 13,066.02 for replenishment of the disposition account for project activities which brought the total disbursement of Project funds to approximately EUR 798,341.80 (99%). The audit of Financials for the period ending

December 2014 was completed and the *Draft Report* was submitted to KfW Germany in June, 2015.

All activities under the *Infrastructure development in Protected Areas* component of the GPAS Phase II Project were completed at the end of 2015 inclusive of the construction of the Tukeit Guesthouse and Warden's/Caretaker's Building, Kaieteur National Park (GY\$ 40.8M); construction of the Staff Living Quarters, Kaieteur National Park (GY\$ 41.8M); Supply and Installation of the Electrical and Photovoltaic Systems to the Staff Living Quarters, Kaieteur National Park (GY\$ 9.9M); Renovation of Existing Warden's Quarters, Kaieteur Top, Kaieteur National Park (GY\$ 2.7M), and Replacement of Wooden Stairs at Visitor Arrival Centre, Kaieteur Top, Kaieteur National Park (GY\$ 1.4M).

Office equipment and furniture were procured in support of the establishment of the PAC with GY\$ 3,322,780 worth of purchases being made in 2105. Additionally, equipment and furniture were procured to furnish the Tukeit Guesthouse and Warden's Building, and the Staff Living Quarters at the Kaieteur National Park with GY\$ 14,572,846 being spent this year.

A *KfW Mission* visited Guyana to evaluate the GPAS Project Phase I. Also, the Conservation Trust Fund (CTF) Board of Trustees has been officially dissolved and transition to the Protected Areas Trust Fund has commenced.

### ***Guyana Protected Areas System (GPAS) Project- Phase III***

The Government of Guyana and the Government of Germany signed the agreement for GPAS Phase III, which would be executed by the Protected Areas Commission (PAC). The EPA is expected to benefit under this project to improve environmental management around the Protected Areas.

### **Research Applications**

Thirty-eight (38) Research Applications were received for research to be conducted on flora, fauna and filming while thirty-one (31) research applications were processed and permits granted. Ten thousand two hundred and seventy-five United States dollars (US\$10,275.00) were generated for year from application, late application, and permit fees.

## **Biodiversity Projects**

### *Implementing National Biosafety Framework in the Caribbean Sub Region (Regional Biosafety Project)*

The final Draft of the Biosafety Bill and Regulations was received and the Biosafety Policy is in the finalization process.

The National Agricultural Research and Extension Institute (NAREI), as the selected National Biosafety Laboratory, and the Government Analyst Food and Drug Administration were assessed and given on-site guidance under the Regional Biosafety Project. Also, NAREI is in receipt of the first set of laboratory equipment procured under the Project.

Requests for applications for Biosafety Experts were publicized and thirteen (13) applications have been received; these will need to be approved by a panel to be set up in 2016.

A Strategic Plan for the implementation of the Public Education and Outreach (PEO) was developed and ToR for the National PEO Consultancy and the PEO Strategy were uploaded to ANUBIS. Additionally, PEO materials were obtained through the Regional Component of the Project.

The Project Coordinator and the Executive Director of the Agency attended the 5<sup>th</sup> and 7<sup>th</sup> Regional Steering Committee (RSC) Meetings held in Antigua and Trinidad; while the 6<sup>th</sup> RSC Meeting was held virtually. Also, three (3) National Steering Committee meetings were held this year.

An in-country project review was conducted by the Regional Project Manager to assess achievements of the various project components.

### *Support to Guyana for the Revision of the NBSAPs and Development of Fifth National Report to the CBD*

The Project Cooperation Agreement was extended until December, 2015, with amendments made in January, 2015; funds (USD 77,000) were received from UNEP for the completion of workplan activities. Both Guyana's National Biodiversity Strategy and Action Plan (NBSAP)

and the Fifth National Report (5NR) were approved by Cabinet and submitted to the Convention on Biological Diversity. Also, printing of the NBSAP and Fifth National Report has been completed. Further, a draft Communication Strategy for the NBSAP was prepared and is currently under review.

*Support to the Preparation of the Third National Biosafety Report to the Cartagena Protocol on Biosafety*

The Project “Support to the Preparation of the Third National Biosafety Report to the Cartagena Protocol on Biosafety” was submitted to UNEP and the first disbursement of eighteen thousand seven hundred and fifty US dollars (USD18,750) was received. Tender documents for the Consultancy to complete the third National Report (3NR) are currently under review.

*Regional Project on Access to Genetic Resources and Benefit Sharing*

The MNRE approved that the Agency proceeds with the Draft legislation in its current format, i.e. as Regulations which are subsidiary to the principal *Environmental Protection Act*.

*Regional Project: Ratification and Implementation of the Nagoya Protocol in the Countries of the Caribbean Region*

Guyana’s co-financing contribution to the Project has been prepared and the Agency is in receipt of a correspondence indicating that the PIF for the project, renamed “Advancing the Nagoya protocol in countries of the Caribbean Region” has been approved by the GEF Secretariat. The next step is the implementation of the PPG (project preparation grant), which will produce the final project proposal.

*Mainstreaming Biodiversity Project*

ToRs and bidding documents were prepared for four (4) Consultancies under this Project. One Consultancy: *Training in Satellite Image Interpretation* has been executed and two other Consultancies were at the stage of contract signing

Procurement of all audio-visual, communication, mining school and GIM Unit equipment was completed.

MNRE and UNDP approved the reallocation of funds assigned for procurement of satellite imagery. Further, all quarterly reports, CDRs and the annual report were prepared and submitted to the UNDP. The project also advertised for a Project Assistant and interviews were conducted.

### *Small Grants Programme (SGP)*

Concept notes and project proposals for five (5) projects within five different Amerindian communities were reviewed; these projects were primarily agricultural in nature.

The Agency participated in the GEF SGP Steering Committee to review the outcomes of consultations to develop a Country Programme Strategy for the GEF Operational Phase 6 for the SGP Programme. A methodology for ranking priority geographical areas for funding was agreed.

### *The National GEF Website*

Moving a step further in maintenance of the National GEF Website, information on completed Biodiversity Projects was uploaded to the website.

## **Conservation and Sustainable Use of Wildlife**

### *Wildlife Management Workshop*

The Agency participated in two workshops on sustainable wildlife management hosted by PANTHERA, one at Manari, Region 9, and the other in Georgetown. These workshops were part of a Project aimed at supporting implementation of the Wildlife Management and Conservation Regulations, 2013, through the development of an action plan for wildlife management in Southern Guyana-Roraima.

Additionally, the Agency participated in a National Stakeholder's consultation to discuss the final draft of the Wildlife Import and Export Bill. Further, the Agency facilitated a public consultation to review a drafted Zoo Regulations to be implemented under the Environmental Protection Act of 1996.

### Public Awareness

The Agency participated in a television (MTV) interview which highlighted the importance of citizen reports on wildlife crime such as indiscriminate hunting practices, and information on Protected Species in Guyana.

For World Wildlife Day, 2015, the Agency collaborated with the Wildlife Division, in conducting presentations at twenty-four (24) Secondary Schools in Regions No. 3, 4, 5 and 10 to promote participation in a Wildlife Poster Competition.

Several features, on Protected Species listed in the First Schedule of the WMCR, have been prepared for posting to Agency's Facebook page.

### Wildlife Complaints/Investigations

The Agency received and addressed several wildlife complaints over the year pertaining to species of wildlife such as the Ocelot (*Leopardis pardalis*); Jaguar (*Panthera onca*); Giant Anteater (*Myrmecophaga tridactyla*); Arapaima (*Arapaima gigas*); Capuchin Monkeys-Wedge Capped (*Cebus olivaceus*); Manatee (*Trichechus manatus*); and Sperm Whale (*Physeter macrocephalus*).

A proposal to investigate the allegations of illegal harvesting and assess the effects of the dry weather or drought on the Arapaimas in the Annai District, North Rupununi, Region 9, was approved by the Permanent Secretary, DNR. As a result, a field exercise was carried out.

### Wildlife Rescue and Relocation

The Agency responded to reports of a Manatee being stranded off the Lusignan Foreshore and an Ocelot in Police custody at the Central Police Station in New Amsterdam. Both animals were secured safely transported to the Guyana Zoo.

## **EDUCATION AND AWARENESS**

Thirty-four (34) new information materials, twelve (12) training materials and thirty-four (34) presentations were developed on environmental issues and for use at various workshops and outreach sessions during the year.

Outreach was carried out at over forty (40) schools on the issues of solid waste management and climate change while four (4) day camps were facilitated in collaboration with the National Museum and the Caribbean Youth Environmental Network (CYEN).

A Trash to Fashion Show was held in collaboration with the Japan International Cooperation Agency (JICA) involving participants from eleven (11) secondary schools. Also, a mural was also painted on the walls of the Kitty Pump Station in collaboration with JICA and the Burrowes School of Arts.

During the year, exhibitions were used as a forum for interfacing with the public and Agency was able to participate in eleven (11) such events, most of which were organized by other agencies and entities.

Forty (40) articles were published in the Guyana Chronicle this year while television coverage was also limited due to both sports and elections. However, the EPA was able to participate on a number of radio interviews on *100 Fresh fm*. PSAs on the Styrofoam Ban were also produced.

Forty-eight (48) activities were planned and implemented for various environmental days inclusive of World Wetlands Day (2); World Water Day (5); World Wildlife Day (24); Earth Day (2); Earth Hour (1); World Environment Day (1); International Forest Day (2); Ozone Day (4); and International Coastal Clean-up Day (7).

## 1.0 GUIDING LEGISLATION

### 1.1 Mission

The Mission of the Environmental Protection Agency (EPA) is to “*take measures necessary for effective protection and management of the natural environment, coordination of conservation programmes, sustainable use of natural resources, assessment of the impact of development activities on the environment and the integration of appropriate environmental provisions into development planning*”.

### 1.2 Environmental Protection Act

The EPA was established with the passing of the **Environmental Protection Act (EP Act)** on 05, June, 1996. As primary legislation, the Act prescribes the EPA’s functions which can be broadly classified as being *regulatory, coordinating, and promoting of public participation in environmental protection*.

The EPA enforces the EP Act (1996) and its amendments, and associated Regulations, to ensure that measures for environmental protection are integrated into development activities. It also coordinates the sustainable use and conservation of the country’s biological resources. Both of these functions are complex, spanning a range of inter-connected issues and requiring collaboration with private, public sector and non-governmental organizations. The promotion of the participation of the public in the process of integrating environmental concerns in the planning for sustainable development is another key function which requires dissemination of information to the public on environmental development projects, issues and problems, and on the EPA’s procedures and processes.

### 1.4 Organizational Structure

Fig. 1 shows the Organizational Structure of EPA during 2015 which provided for both the Chairman of the EPA Board and the Executive Director of the EPA to the Minister of Natural Resources and the Environment which was renamed Department of Natural Resources, during 2015.

## 1.5 Programme Areas

The EPA's mandate is implemented primarily through five (5) of its major Programmes: Biodiversity Management (BM); Environmental Management (EM); Cross-Sectorial; Education and Awareness; and Capacity Building (Fig. 2). The EM Programme comprises seven (7) components: Environmental Authorizations, Monitoring and Enforcement, Complaints and Response, Research and Development, Hazardous Wastes and Air Quality Management and Water Quality Management, and Litter Prevention. The BM Programme has three components: Sustainable Use of Biodiversity, Biodiversity Conservation, and Wildlife Management.

### **Environmental Management**

The EM Programme, is geared towards addressing pollution control and prevention. It focuses on bringing developmental projects into conformity with the goal of environmental sustainability through an environmental authorization process and environmental monitoring and enforcement. To more effectively discharge its role in environmental management, the EPA pursues capacity of development of stakeholders; development of Environmental Regulations; review and development of Environmental Standards, Guidelines and Codes of Practice. Further, the EPA manages Environmental Complaints with the goal of resolving them and in cases when this is not possible enforces against defaulters. The EPA also focuses on building its readiness for environmental emergencies.

### **Biodiversity Management**

Having ratified the Convention on Biological Diversity (CBD) and its Protocols on Biosafety and Access and Benefits Sharing of Genetic Resources, Guyana, through its National Focal Point, the EPA, advances measures towards meeting its legislative, administrative and policy commitments under these agreements. Among these measures are the development of National Biodiversity Strategies, Action Plans and Programmes and Legislation to regulate the trans-boundary movement and use of Living Modified Organisms (LMOs) and Genetically Modified Organisms (GMOs). Under its Act, the EPA is also required to coordinate and maintain a programme for the conservation of biodiversity and its sustainable use. The requirements under the CBD, its Protocols and the EP Act are the primary foci of the BM

Programme.

### **Cross-Sectorial Programmes**

Currently, the Agency plays a role in a number of cross-sectorial programmes including integrated coastal zone management (ICZM), climate change, and solid waste management.

As part of its role regarding environmental coordination, the Agency's primary approach is to work with and to create strategic partnerships with existing organizations.

### **Education, Awareness and Capacity Building**

The promotion of public awareness and participation in protection, conservation and sustainable use of the environment is a key function of the EPA as outlined in the EP Act (1996). This is accomplished through the Education and Awareness and Capacity Building Programmes of the EPA entailing close collaboration with the Environmental Management and the Biodiversity Management Programmes of the EPA as well as Sectorial Agencies and Non-Governmental Organizations. Serving a two-fold purpose these programmes promote public awareness of and participation in environmental decision-making as well as informing the public of the systems and procedures established by the Agency for environmental management and conservation.

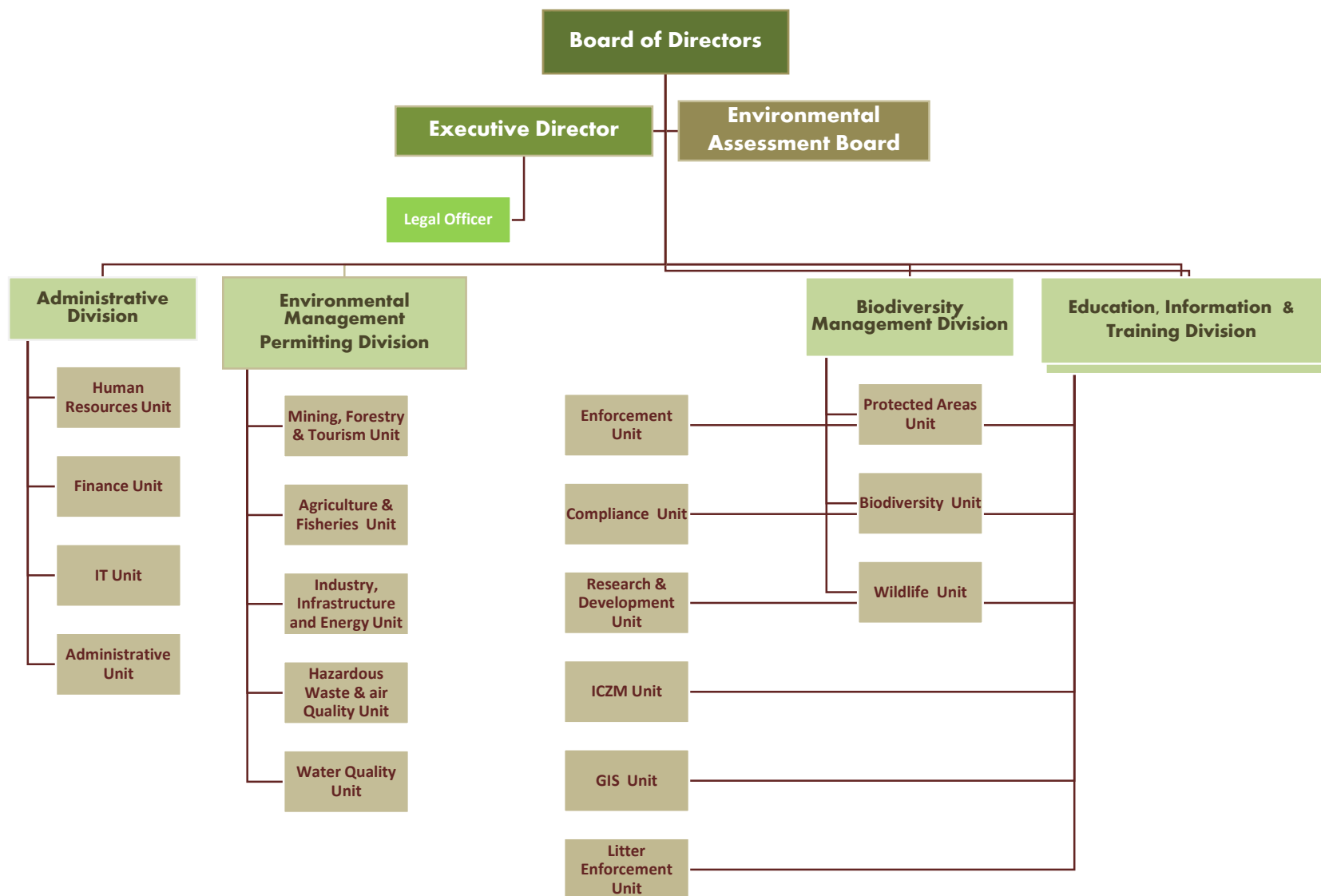


Figure 1: Organizational Structure

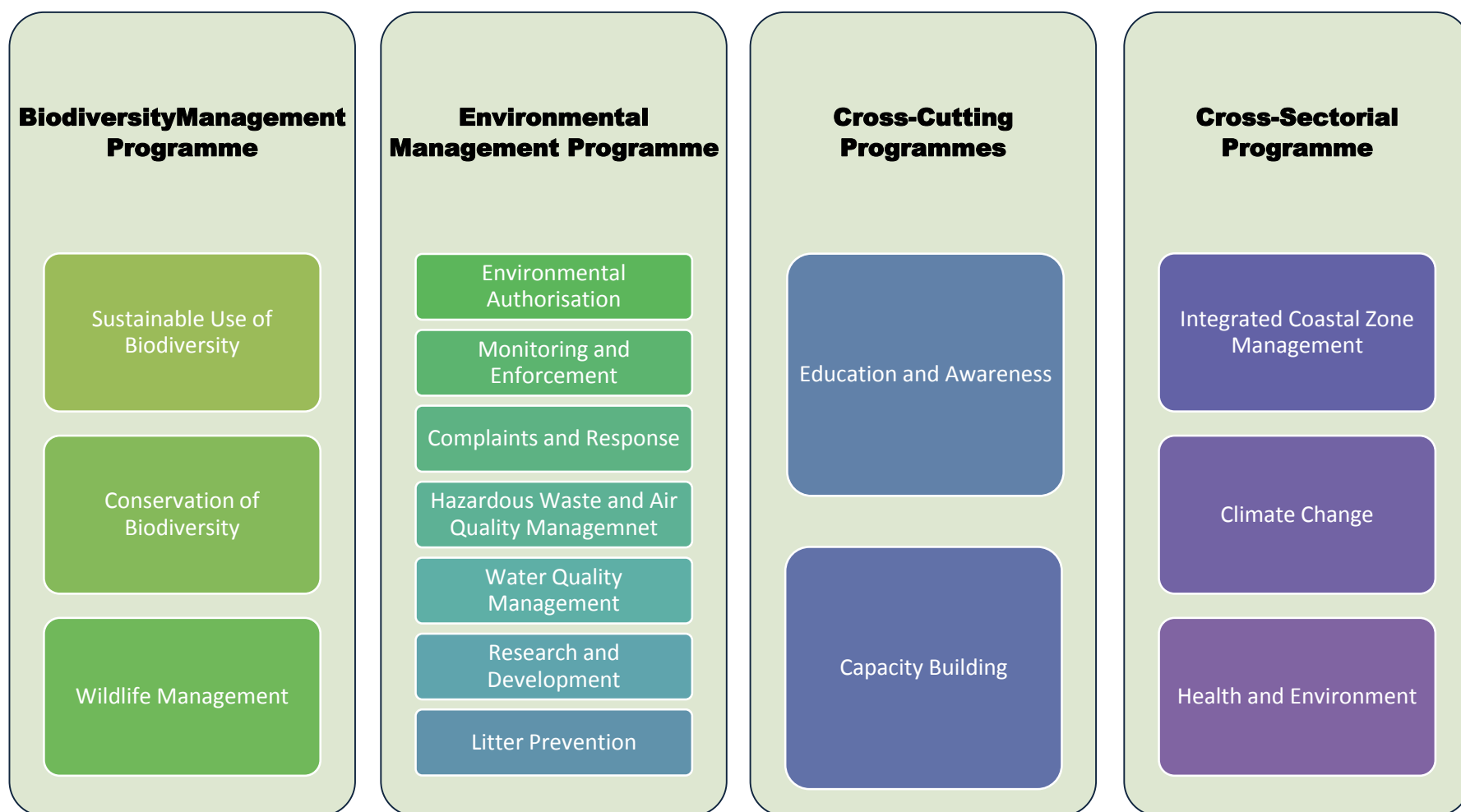


Figure 2 EPA's Programmes

## 2.0 ENVIRONMENTAL MANAGEMENT COMPLIANCE AND ENFORCEMENT

### 2.1 Complaints Management

One hundred and sixty-eight (168) complaints were received for the year (Fig. 3) related to odour, noise and or dust nuisance. Two hundred and thirty-one (231) inspections were conducted or ninety-six percent (96%) of planned work for the year. One hundred and five (105) of the inspections conducted were for new complaints, seventy-eight (78) for follow-up inspections, and thirty seven (37) were related to compliance with Prohibition Notices and matters in Court (Fig. 4).

Twelve (12) complaint cases were closed for the year as a result of satisfactory compliance with the Agency's recommendations.

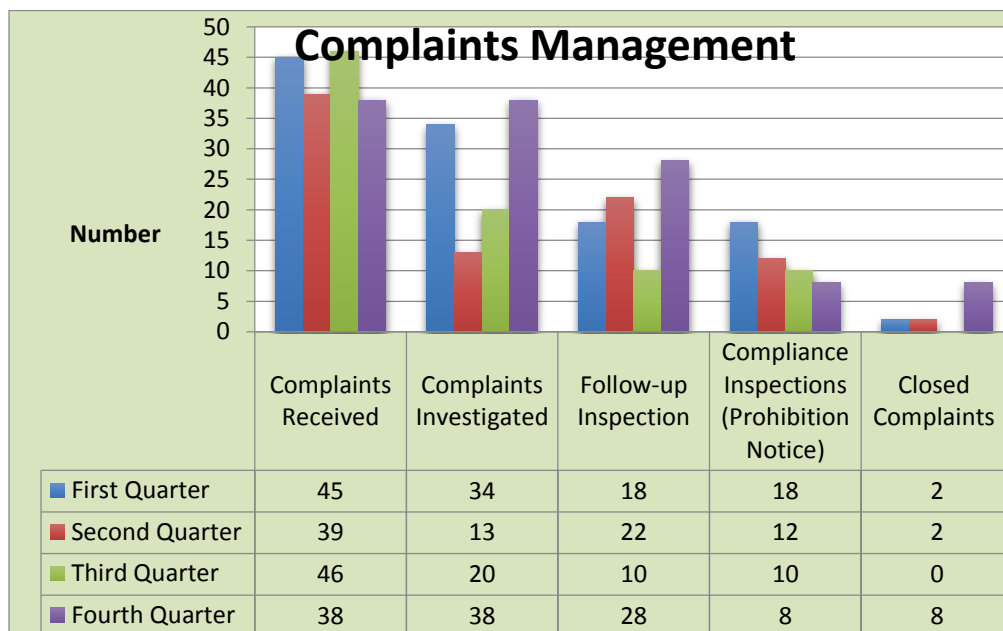


Figure 3: Complaints managed in 2015.

## 2.2 Enforcement

Twelve (12) Prohibition Notices were issued for 2015 within Regions 3, 4, and 5 and the Agency engaged twelve (12) cases in Court for the year 2015.

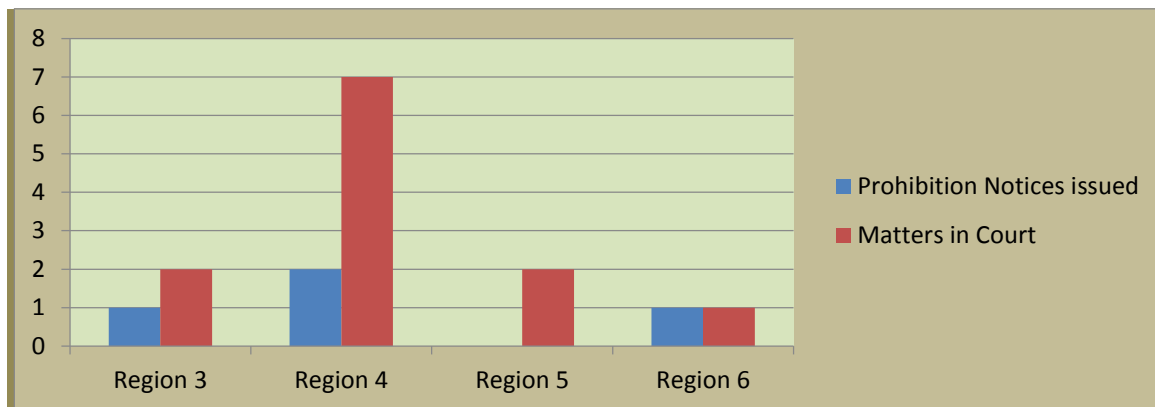


Figure 4: Enforcement matters in 2015.

## 2.3 Litter Enforcement

### **Complaints/Reports of littering**

With regards to illegal dumping and littering, two hundred and fifty-four (254) complaints were received, eighty percent (80%) of which originated from Region 4, fourteen percent (14%) from Region 3, and three percent (3 %) from Region 5, and two percent (2%) from Region 6.

### **Illegal Dumpsite Investigation**

Fifty-three (53) illegal dumpsites were investigated for the year. Eighty-one percent (81%) were located within Georgetown, seventeen percent (17%) along the East Coast of Demerara and two percent (2%) along the East Bank of Demerara. Eighty-five percent (85%) of the sites were cleaned (including all of the sites in the Georgetown area) and are currently maintained by the respective Local Organs.

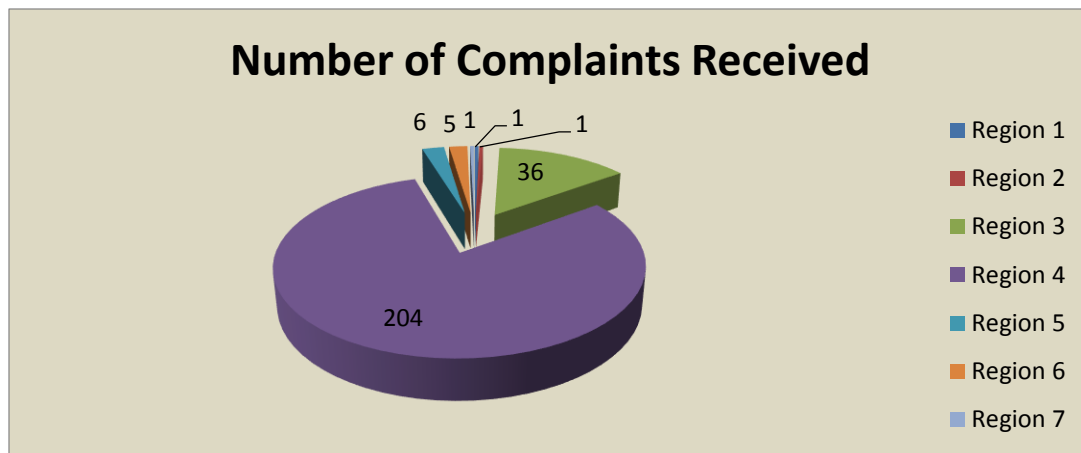


Figure 5: Complaints received in 2015.

### **Citations, Fixed Penalty and Notice to Attend Court**

Two hundred (200) citations (Clean-up and Litter Removal Orders) were issued (Fig. 6) within Regions 4, 3, and 5, with the majority (76%) issued within Region 4, including Georgetown. A compliance rate with Citation Order of 89% was recorded for 2015.

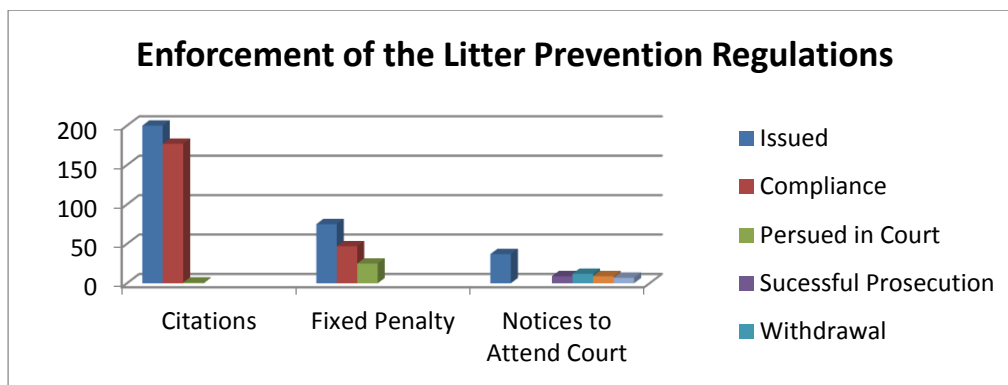
One (1) Citation Order was pursued in Court and subsequently resulted in an Arrest Warrant being issued for the offender.

Seventy-five (75) Fixed Penalties were issued (Fig. 6) within Regions 4 and 3. A compliance rate with Fixed Penalty of 61.3% was recorded for 2015. As a consequence of non-compliance, 33.3% (25) of the penalties issued were pursued in Court.

Thirty-seven (37) Notices to attend Court for litter offences, with charges varying from thirty thousand dollars (\$30,000) to fifty thousand dollars (\$50,000) were issued within Region 3 (43%) and 4 (57%). A general analysis of the Notices issued indicated that nine (9) or twenty four percent (24%) were successfully prosecuted, twelve (12) or thirty-two percent (32.5%) were withdrawn by the Agency, (9) or twenty four percent (24%) were dismissed by the Courts and warrants issued were for seven (7) or nineteen percent (19%).

## **Litter Assessments**

Fourteen (14) assessments were conducted within Regions 3 and 4 with the exception of Georgetown. The Local Organs were apprised of the litter issues and challenges within areas under their jurisdiction. Collaboration with the Agency and Local Organs continued during the year with the Agency providing technical support to address litter issues within communities.



*Figure 6: Enforcement of the Litter Prevention Regulations in 2015.*

### **2.4. Compliance Monitoring**

Seventy-four (74) permitted facilities were inspected in 2015 (Fig. 7). Permitted facilities were grouped by environmental risks, as such, thirty-three (33) high risk projects, thirty- five (35) medium and six (6) low risk projects were inspected in 2015.

### **Compliance Outreach**

Outreach was conducted with Local Authorities in Regions 2, 5, and 6. These sessions facilitated awareness on the EPA Guidelines: Poultry Rearing, Swine Rearing, Spray Painting and the Litter Enforcement Regulations. These Guidelines provide information aimed at reducing negative environmental impacts of these three types of operations.

### **Annual Self-Monitoring Reports**

Sixty-three (63) annual reports were received for the period 2015, an increase from the amount received in 2014. Of the Annual reports received, forty-nine percent (49%) were from the Mining and Forestry sector and forty-four percent (44%) were from the Industry, Infrastructure and Energy sector.

## 2.5 Research and Development

- The Environmental Protection Agency and the World Wildlife Fund (WWF) collaborated on the development of the Environmental Protection Enforcement and Compliance Regulations. The final revised draft of the Regulations was submitted for Parliamentary review and approval in July, 2015.
- The Environmental Protection Agency, Guyana Geology and Mines Commission, and World Wildlife Fund (WWF) collaborated to prepare an Action Plan for restoration of the Konawaruk River. A Draft action plan was prepared and was being reviewed.
- The GIS Unit continued the preparation of a Coastal Resource Map for Guyana. Data for the Map was sourced from Topographic scans of Guyana's Sea Coast from Guyana Land and Surveys Commission, Turtle nesting Sites from Guyana Marine Turtle Conservation Society, and areas with Mangroves.

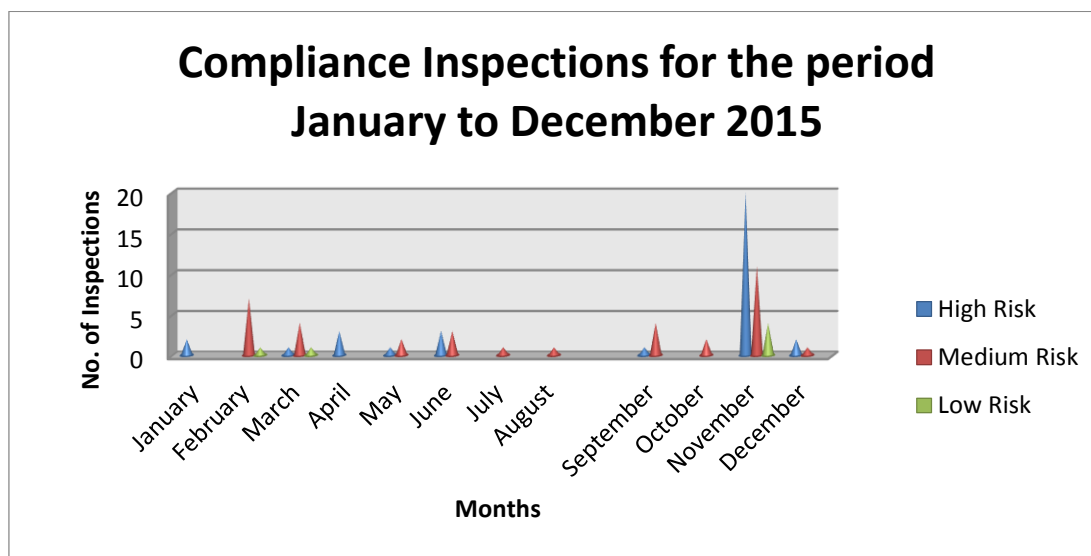


Figure 7: Inspections conducted in 2015.

### 3.0 ENVIRONMENTAL MANAGEMENT - PERMITTING

The focus of the Environmental Management Permitting Division (EMPD) lies in supporting the sustainability of projects and development activities through an Environmental Authorisation process. This process enables the assessment of potential environmental impacts via the implementation of policies, guidelines, standards and environmental best practices and is implemented in alignment with the EP Act, 1996, and its Regulations.

This year, new types of projects and activities entered the Authorisation process requiring ongoing capacity building and on-the-job training of staff. The Agency also continued outreach to increase awareness among stakeholders, including future developers, maintained its collaboration with sector agencies, and pursued new links to improve the Authorisation Process. Further, the Agency has remained proactive in the development of standards, guidelines, codes of practices and regulations.

The Agency continued to coordinate and participate with sector agencies towards further development of emergency response preparedness.

In 2015, the Environmental Authorisation process evolved to more comprehensively integrate and assess aspects of biodiversity, water quality, hazardous wastes or materials and air quality management, to prevent, reduce and or mitigate pollution associated with projects and activities being authorised by the Agency. Efforts were also taken to strengthen the Authorisation Process through the acquisition of baseline data and conduct of literature review, especially for the newly developing oil and gas sector. The two Technical Units under EMPD, Water Quality and Hazardous Wastes/Materials, and Air Quality Management continued to execute their dual responsibilities under EMCD and EMPD.

#### 3.1 Environmental Authorisations

For the year, the Agency received five hundred and eighty-five (585) Applications for Environmental Authorisations (Fig. 8), of which three hundred and sixty-six (366) were for short-term noise permits. Among these, eighty-seven (87) Applications were for New Projects, fifty-one (51) for Existing Operations, sixty-five (65) for Renewals, six (6) for Variance, three (3) for Transfer, six (6) for Letter of Authorisation, and one (1) for Long-Term Noise Permit. Currently, the Agency is managing the Environmental and Social Impact

Assessment (ESIA) process for eight (8) of these applications while there are twenty (20) Applications which require an Environmental Management Plan (EMP) in the Authorisation Process.

The two hundred and nineteen (219) Applications received in 2015, excluding those for Short-Term Noise Permits, represent a twenty-one per cent (21 %) decline compared to 2014, while Noise Permits remained at about the same level as last year.

Four hundred and forty-one (441) Environmental Authorisations were granted for the period (Fig. 9), of which three hundred and sixty-six (366) were issued for Short-term Noise Permits. The seventy-five (75) Environmental Authorisations issued in 2015, represents a -six percent (26%) decrease compared to 2014.

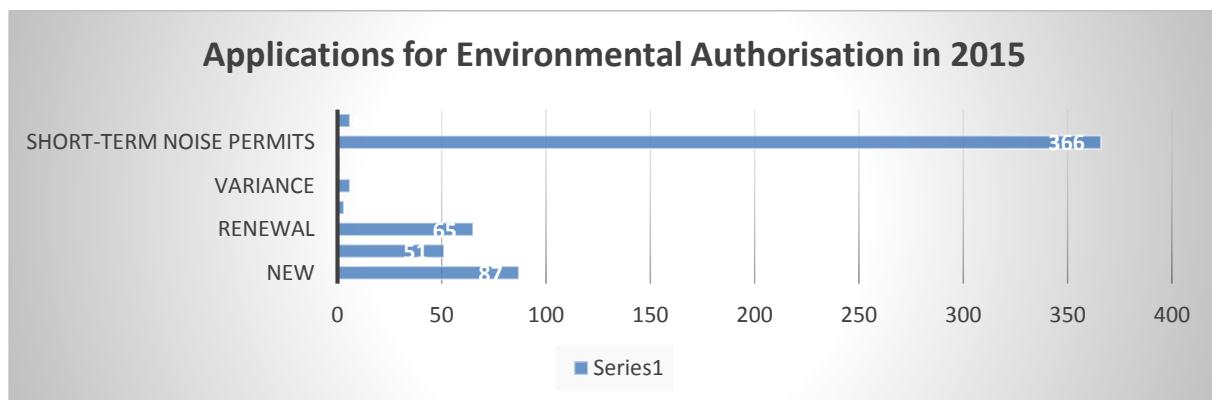


Figure 8: Applications received in 2015.

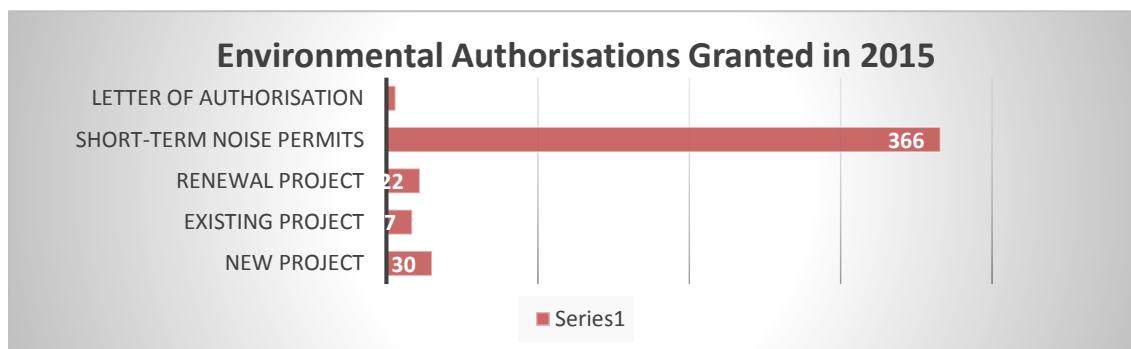


Figure 9: Environmental Authorisations granted in 2015.

### 3.2 Hazardous Wastes/Materials and Air Quality Management

Achievements in 2015 were as follows:

- Three (3) applications for projects with hazardous waste components were processed;
- Fourteen (14) Notification Documents were processed for the Trans-boundary Movement of Hazardous wastes inclusive of consent to countries that are part of the EU/FAO Project for the disposal of obsolete chemicals and various packaging/PPE contaminated with same;
- Five (5) Movement Documents were processed for the Trans-boundary Movement of Hazardous Wastes (Used Lead Acid Batteries);
- An Environmental Guideline titled “Management of Used Tyres” was developed;
- The Draft Environmental Protection (Transit & Export of Hazardous Wastes) Regulations 2015, was revised;
- Site-specific checklists for various types of projects that are authorised by the Agency were created;
- A monitoring schedule for Priority Projects (within EMPD & EMCD) that generate hazardous wastes and emit air pollutants was created;
- The Asbestos Guidelines to include the obligation for persons to be authorised by the Agency prior to removal of Asbestos was amended;
- Participated in the Guyana National Bureau of Standards (GNBS) Technical Committee for *Draft Guyana Standard: Requirement for Amendment Air Emissions into the Environment*;
- Commenced planning for the establishment of a network between importers of lead acid batteries and exporters of used lead acid batteries; and
- Commenced planning for establishing a technical committee for Radiation Management in Guyana.

### 3.3 Water Quality Unit

Established in June 2014, the Water Quality Unit has been integrated into the Division to provide technical guidance on water quality management for all types of projects. Collaboration with the Guyana National Bureau of Standards (GNBS) for the development of the National Effluent Standards for Guyana, and review of the *Industrial Effluent Discharge*

*into the Environment* remained prime targets for discussion among stakeholders from various industries, including the oil and gas, and seafood processing sectors. Guidelines for water quality management in the mining and forestry sectors were developed, as well as EPA's Water Sampling Protocol. Achievements for 2015 were as follows:

- Technical environmental guidelines were developed for the management of water resources within the mining and forestry sectors in compliance with the Environmental Protection (Water Quality) Regulations, 2000;
- A technical environmental guideline for wastewater treatment was developed;
- A draft Water Sampling Protocol for the Agency was developed;
- A draft Monitoring Plan for the Dakoura Watershed, Linden was developed;
- The Unit represented the EPA on the technical committee for the review of the *Interim Guidelines for Industrial Effluent Discharge into the Environment*;
- The Unit also represented the EPA on the technical committee for the review of the *Code of Practice for Water Manufacturers and Filling Premises*;
- The Unit investigated reports of water pollution in Canje River and other cases of environmental emergencies;
- The Unit participated in several environmental audits and compliance investigations with base Units and the EMCD;
- The 2014 Annual Report for the Cartagena Convention was completed and submitted to the Cartagena Convention Secretariat; and
- The Unit is processing six applications for Environmental Permits.

### 3.4 Research and Development

The Agency, and initiated the review of documents governing the Authorisation Process 2015. It also reflected on its policies and practices, to address concerns highlighted by stakeholders and garner data for better alignment to its mandate. The delay in appointing the Environmental Assessment Board (EAB) in 2015, resulted in delays in the review of documents and granting of approvals.

## 4.0 BIODIVERSITY MANAGEMENT

Under the Environmental Protection Act (1996), the EPA is mandated to coordinate and maintain a programme for the conservation and sustainable use of biological diversity in Guyana. Also, the Environmental Protection Agency (EPA), as the national focal point for the United Nations Convention on Biological Diversity (CBD), is required to design, source funding, execute and implement projects that would assist in achieving the general objectives and programmes of the Convention.

The Biodiversity Management Division (BMD) undertakes the above mandates, and in order to achieve them, the Division is organized into three technical units: Protected Areas, Biodiversity, and Wildlife, each focusing on particular areas.

### 4.1 Conservation of Biodiversity

#### Guyana Protected Areas System (GPAS) Project- Phase II

In 2014, the Agency received a total sum of EUR 13,066.02 in replenishment of the disposition account for project activities. This resulted in a total disbursement of approximately EUR 798,341.80 (99%) of the project funds. In 2014, 2013 and 2012, the Agency had received EUR 379,707.94, EUR 275,567.84 and EUR 130,000, respectively. During the implementation of the GPAS II Project, the project expenditure was 5.6%, 25.6%, 53.9% and 14.1% of the total project budget in the years 2012, 2013, 2014 and 2015.

The audit of Financials for the period ending December 2014 was completed and the *Draft Report* submitted to KfW Germany in June, 2015. The Report indicated that the financial statements presents fairly in all material with respect to the cash received and payments made by the German Development Bank (KfW) to the Environmental Protection Agency (EPA) in accordance with Generally Accepted Accounting Principles. However, due to the Audit Office of Guyana's failure to meet the requirements of KfW, the report has not been accepted by KfW.

**Infrastructure development in Protected Areas:** All activities under this component of the GPAS II Project were 100% completed at the end of 2015.

The construction of the *Tukeit Guesthouse and Warden's/Caretaker's Building, Kaieteur National Park* (GY\$ 40.8M) was practically completed in June, 2014 and retention period concluded in December, 2014. All outstanding work under the defects and liability period was completed in January, 2015. Final payments were effected to the Contractor, and Supervisory Consultant, in February, 2015.

The construction of the *Staff Living Quarters, Kaieteur National Park* (GY\$ 41.8M) was completed in February, 2015 after being granted an extension until the end of January, 2015. Due to the delay in completion of the project, the Contract was *charge liquidated* damages totalling G\$ 287, 924. Final payments were effected to the Contractor, and Supervisory Consultant, in November 2015. In January, 2015, the contract for the *Supply and Installation of the Electrical and Photovoltaic Systems to the Staff Living Quarters, Kaieteur National Park* (GY\$ 9.9M) was awarded, after no-objection was granted by NBTAB and KfW in January, 2015; all works were completed in February, 2015.

In December 2014, approval was granted by NPTAB for the award of contract for the *Renovation of Existing Warden's Quarters, Kaieteur Top, Kaieteur National Park - Construction of Reinforced Concrete Pad Foundation and Concrete Short Columns* (GY\$ 2.7M), and *Replacement of Wooden Stairs at Visitor Arrival Centre, Kaieteur Top, Kaieteur National Park – Construction of Two Reinforced Concrete Stairs* (GY\$ 1.4M). All works were completed in January, 2015 and final payments were effected in November and September 2015, respectively.

**Procurement of Equipment:** This year, GY\$ 3,322,780 worth office equipment and furniture were procured in support of the establishment of the PAC while GY\$ 8,063,800, GY\$ 20,525,629 and GY\$ 1,175,328 were spent for this purpose in 2014, 2013 and 2012, respectively.

Additionally, equipment and furniture were procured to furnish the Tukeit Guesthouse and Warden's Building, and the Staff Living Quarters at the Kaieteur National Park. For the year 2015, 2014 and 2013, GY\$ 14,572,846, GY\$ 10,910,732, and GY\$ 0 respectively, of equipment and furnishing, including photovoltaic systems were procured for Kaieteur National Park.

**KfW Mission:** KfW representative, Ms. Silke Heuser and Mr. Hubertus Kaienhorst visited Guyana during the year, to conduct an evaluation of the GPAS Project Phase I. As part of the visit, meetings were held with the EPA, PAC, other sector agencies and NGOs and site visits conducted at the Kaieteur National Park and the Kanuku Mountains Protected Area.

**GPAS Phase II, Tranche II:** The CTF Board of Trustees has been officially dissolved in October, this year. Administrative matters outstanding include an Audit of the CTF financials and preparation of the 2014 and 2015 Annual Reports. Transition from CTF to PATF should be complete by January, 2016. All funds from local bank accounts were transferred to NPATF, however, the US \$8,500 000 by fund administrator, UBS financial services is still in the name of CTF and should be changed to PATF by January 2016.

### *Guyana Protected Areas System (GPAS) Project- Phase III*

The Government of Guyana and the Government of Germany have signed the agreement for this Phase of the Project. Activities are expected to commence in 2016. GPAS Phase III would be executed by the Protected Areas Commission and an audit will be conducted to determine whether the PAC has the capacity to meet the requirements of KfW in managing the disposition account. If the relevant criteria are not satisfied, the disposition account would be managed in the interim by the Finance Unit of the EPA until systems are established to enable the PAC to meet the relevant requirements.

Phase III includes a component aimed at improving environmental management around the Protected Areas and EPA would receive funding for acquisition of equipment and development of relevant infrastructure. Furthermore, there is a training component for which EPA would receive funds for capacity building to support improved environmental management in buffer areas.

## 4.2 Sustainable Use of Biodiversity

The Biodiversity Unit (BU) is responsible for the processing of Research Applications and the issuance of Permits to conduct research in Guyana and the export of biological specimens from Guyana. Also, the Unit is responsible for the coordination, execution and implementation of Projects and Programmes for the Sustainable Use of Biodiversity in Guyana.

## Biodiversity Research

A six-month Special Service Contract was prepared and signed between the EPA and the Consultant who developed the NBRIS, for the upgrade of the LAN modules to incorporate new design of the species database and rectify issues arising from the database.

This year applicants for Biodiversity Research Permits included University of Kent, UK; University of Missouri, St Louis, USA, Royal Ontario Museum, Canada and WWF-Guyana, Guyana. The majority of the Research Projects were concentrated in the interior locations of the country, such as, the Iwokrama Rainforest, Mabura, Bartica and the Rupununi; Regions 8 and 9, respectively.

For the period, thirty-eight (38) Research Applications were received by the Biodiversity Management Division (See Figure 10).

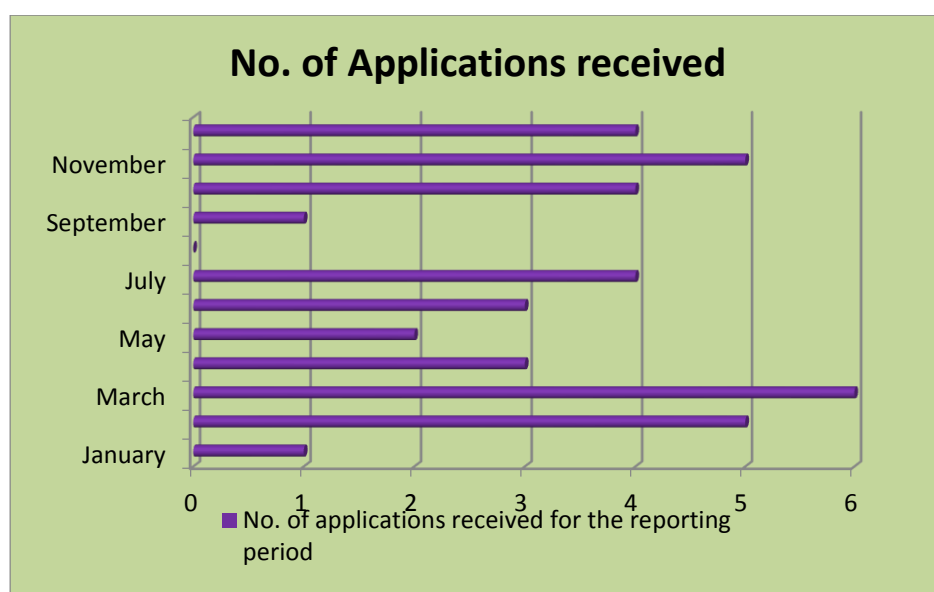


Figure 10: Monthly distribution of Applications received in 2015.

A total of thirty-two (32) research applications were processed and approved; four (4) of which were received in 2014 and twenty-eight (28) were received in 2015.

Thirty-one (31) Research Permits were issued for the reporting period, four (4) covering research applications that were received and processed in 2014 but approved in 2015. The permits issued, were for research to be conducted on flora, fauna and filming (Fig.11).

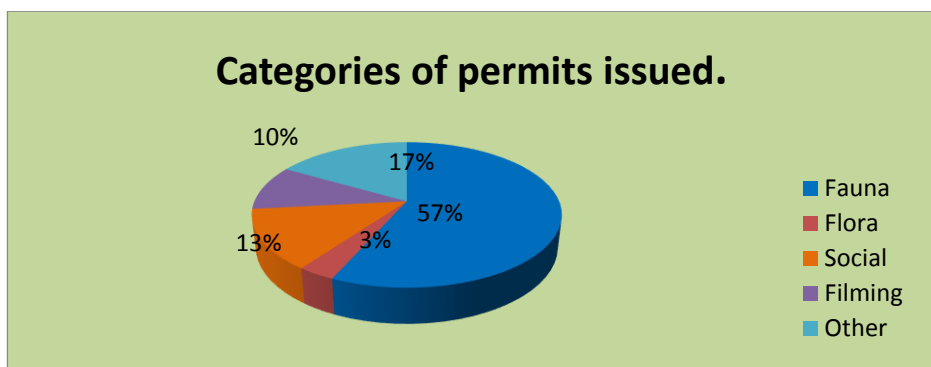


Figure 11: Categories of Research permitted in 2015.

Eleven (11) export permits were issued for specimens collected under Research Permits issued in 2014 and 2015 subject to the Guidelines for Biodiversity Research in Guyana.

Of the thirty-eight (38) applications received for the period, 74% have been completely processed, approved, and issued with permits to conduct Research (representing 28 of 38 applications); 26% of the applications received are at various stages of processing (representing 10 of 38 applications). During the period, one (1) application was cancelled.

Fig. 12 below shows a comparison of research applications received for the corresponding period during 2014 and 2015. During the review period for 2014, there was a decrease in research applications, this is also observed for the 2015 review period.

## Monitoring and Enforcement

The monitoring and enforcement aspect of the Research process was maintained over the period by local counterparts from the University of Guyana, when possible. The Agency continues to maintain its linkages with other relevant sector-agencies and organizations e.g. the Ministry of Amerindian Affairs, the University of Guyana, Iwokrama International Centre for Rain Forest Conservation and Development and Local Communities in order to ensure researchers' adherence to the National Biodiversity Research Guidelines and the Terms and Conditions of their respective Research Permits.

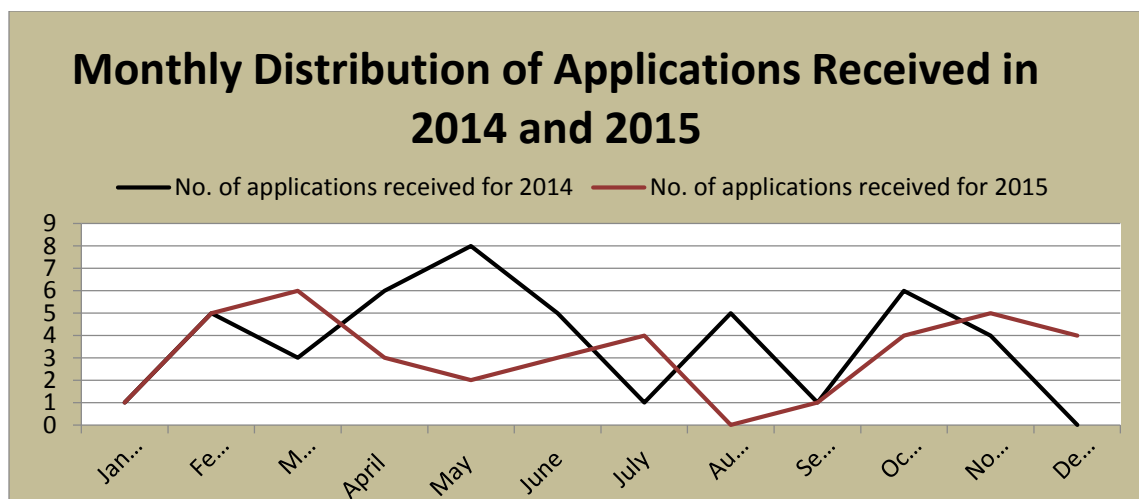


Figure 12: Monthly distribution of Research Applications received in 2015 and 2015.

## Revenue Generation

The sum of ten thousand two hundred and seventy-five United States dollars (US\$10,275.00) was generated for the period from application, late application, and permit fees (this excludes permit fees for applications currently being processed, to be processed, and a in some instances application and late application fees).

## Biodiversity Projects

Projects continued to be executed to support the conservation and sustainable use of biodiversity in Guyana. Progress on current Projects during the year is presented below.

### Implementing National Biosafety Framework in the Caribbean Sub Region (Regional Biosafety Project)

The Legal Consultant submitted the final draft of the Biosafety Bill and Regulations which took into consideration comments received from CBD and another legal Consultant. These documents are currently under an in-house review prior to their submission to the MNR. Additionally, the Agency received approval from the Regional Office for the contracted Legal Consultant to finalize the Biosafety Policy; a no-objection was received from the MNR and the Consultant is currently finalizing the document.

Following selection of NAREI to function as the National Biosafety Laboratory, an expert came to Guyana in July, 2015, to conduct a laboratory inspection/assessment and to provide on-site guidance on the establishment of the laboratory. The expert also visited the Government Analyst Food and Drug Administration and provided guidance on the establishment of its new laboratory. Additionally, NAREI has informed the Agency that it is in receipt of the first set of laboratory equipment procured under the project. As such, the Agency provided a letter to GRA indicating that NAREI was receiving the equipment on behalf of the Project, as such, duties were waived. Between NAREI and its broker, collection of the remainder of the consignment is to be sorted. The Agency continues to provide support.

The Agency received approval in August, 2015, from the DNRE for the sourcing of Biosafety Experts through public requests and nominations from specified institutions. As such, the ToR for the Roster of Experts was finalized and a request for applicants publicized in the national daily newspapers and the EPA's website. The Agency received thirteen (13) applications for the Roster of Experts; while all are suitable, a panel has to be set up to make a final decision.

The finalized ToR for the National Public Education and Outreach (PEO) Consultancy and the PEO Strategy were completed and have been uploaded to ANUBIS. The Implementation Context of the Strategic Plan was developed in-house to guide the implementation of the Public Education and Awareness Strategy. The final draft of the Strategic Plan is to be completed by the Project Manager. Additionally, through the Regional Component, the Agency was provided with additional PEO materials in support of the national public awareness effort.

Training opportunities were provided under the Biosafety Project during the year, among which, was a Master Programme in Biosafety being done through the University of the West Indies which is being pursued by one (1) staff each of the EPA and NAREI. In addition there were four (4) training workshops conducted in the Region: (i) GMO Detection held in February, 2015 and attended staff NAREI and the Government Analyst Food and Drugs Department (GAF&DD); (ii) Drafters of the Biosafety Legislation attended by the Legal Consultant, in May, 2015; (iii) BCH attended by an EPA Staff and the Project Coordinator; and (iv) Biosafety and Socioeconomics attended by two EPA Staff.

Additionally, three Steering Committee Meetings were held for the year. The Project Coordinator and the Executive Director of the EPA attended the 5<sup>th</sup> and 7<sup>th</sup> meetings while the 6<sup>th</sup> RSC meeting was held virtually. Also, three National Steering Committee meetings were held on June, November, and December, 2015.

An in-country project review was conducted by the Regional Project Manager, in August 2015. This review facilitated an assessment of the achievements of the various project components.

Also, the following monitoring and evaluation reports were completed and uploaded to ANUBIS:

- Expenditure report for period 7-10;
- 1/2 yearly Progress reports for 2014 and 2015; and
- The re-phased 2014 budget.

*Support to Guyana for the Revision of the NBSAPs and Development of Fifth National Report to the CBD*

Request for the Project Cooperation Agreement to be extended until December, 2015, was granted with amendments to the PCA in January 2015. The Agency subsequently received USD 77,000 from UNEP for the completion of workplan activities. Cabinet also approved both Guyana's NBSAP and 5NR following which they were submitted to the CBD. Covers for the NBSAP and the 5NR were also finalized and quotations were sourced for the printing of the documents; a supplier was selected and the quotation received approval from the Tender Board. The documents have since been printed under a contractual agreement with the supplier.

A draft Communication Strategy was prepared and is currently being reviewed by the Division.

Support to the Preparation of the Third National Biosafety Report to the Cartagena Protocol on Biosafety

In July, 2015, the Agency requested via correspondence, the DNRE's endorsement of the project, "Support to the Preparation of the Third National Biosafety Report to the Cartagena Protocol on Biosafety". This endorsement was received in August, 2015, and the document was submitted to UNEP, the Small Scale Funding Agreement (SSFA) and accompanying Annexes (4-Contact Details, 5-Project Work Plan, 6A-Third Party Form and 11-Proposed Project Budget). The Agency has since received the first disbursement of funds totaling eighteen thousand seven hundred and fifty US dollars (USD18,750) and is currently revising the Tender documents for the Consultancy to complete the third National Report.

Regional Project on Access to Genetic Resources and Benefit Sharing

Following submission of comments from the Justice Institute in 2014, a meeting was held with the contracted legal consultant in February, 2015 to discuss the comments received. A correspondence to the MNRE was prepared by the Legal Officer outlining three (3) options suggested by the consultant on the way forward:

- a. To progress with the Draft legislation in its current format, i.e., as Regulations which are subsidiary to the principal *Environmental Protection Act*.
- b. To upgrade the Draft Regulations to the level of a Draft Bill which, once approved by Parliament, would become an Act of Parliament. However, this Act would be an overall Biological Diversity and Conservation Act that encompasses numerous issues related to Biological Diversity management and conservation in Guyana, including ABS and related issues.
- c. To upgrade the Draft Regulations to the level of a Draft Bill which, once approved by Parliament, would become an Act of Parliament. However, this Act would be an Act to Implement the Nagoya Protocol specifically. Under this proposed regime, the Act would contain specific provisions relating to legal, technical and administrative mechanisms to give effect to the obligations imposed under the Protocol.

The MNR indicated via correspondence that it had decided on the first of the three options presented.

Regional Project: Ratification and Implementation of the Nagoya Protocol in the Countries of the Caribbean Region

Guyana's co-financing contribution to the project was prepared. A correspondence was received indicating that the PIF for the project, renamed "Advancing the Nagoya protocol in countries of the Caribbean Region" has been approved by the GEF Secretariat and the next step is the implementation of the PPG (project preparation grant), which will produce the final project proposal.

Enhancing Biodiversity Protection through Strengthened Monitoring Enforcement and Uptake of Environmental Regulations in Guyana's Gold Mining Sector (Mainstreaming Biodiversity Project)

Term of References and bidding documents were prepared for the four (4) Consultancies: (a) Capacity Building of EPA's Field Officers, (b) Prioritization of Hotspots for Monitoring and Enforcement of Gold Mining Activities in Guyana, (c) Training in Satellite Image Interpretation, and (d) Training to GGMC and GGDMA officers. The Consultancy for Training in Satellite Image Interpretation was executed during October, 2015, with twenty-seven (27) officers from agencies within the sector having completed the training. Two consultancies, Capacity Building of EPA's Field Officers, and (b) Prioritization of Hotspots for Monitoring and Enforcement of Gold Mining Activities in Guyana, have gone through the tendering process and contracts are to be signed with the selected consultants.

Procurement of all audio-visual, communication, mining school and GIM Unit equipment was completed.

The Agency received correspondences from the MNRE requesting a no-objection for the reallocation of funds assigned for procurement of satellite imagery and UNDP's subsequent no-objection to the request. Additionally, in July, 2015, a half year monitoring and evaluation meeting was conducted which focused on challenges to implementation of the project, assessment of the risk highlighted during development of the project, project expenditure to date and possible revision of project budget for 2015. Further, all quarterly reports, CDRs and

the annual report was prepared and submitted to the UNDP. The project also advertised for a Project Assistant and interviews were conducted.

### *Small Grants Programme (SGP)*

The Unit is currently reviewing the concept notes and received project proposal for the last one of the following projects:

- a. St Cuthbert's Agro-Processing Project.
- b. Empowering Yupukari Village.
- c. Livelihood Through Community Based Sustainable Fisheries Management.
- d. Cacique Foundation Sustainable Modern Farming in River View Community.
- e. Orealla Horticultural Farming in Orealla Community: Establish Horticultural Farming in Orealla Community.

The GEF SGP Steering Committee member attended a meeting to review the outcomes of consultations to develop the Country Programme Strategy for the GEF Operational Phase 6 for the SGP Programme on December 10, 2015. A methodology for ranking priority geographical areas for funding (that arose from stakeholder consultations) was agreed upon and reviewed by members after.

### *The National GEF Website*

The Unit moved a step further as it related to maintaining the National GEF Website. Information on completed Biodiversity Projects was uploaded to the website.

## 4.3 Conservation and Sustainable Use of Wildlife

This sub-programme is geared to the coordination, development, and maintenance of a programme of activities for the sustainable use and conservation of Wildlife in Guyana.

### *Workshop on Sustainable Wildlife Management*

A representative of the Agency, attended a workshop on sustainable wildlife management hosted by PANTHERA at Manari, Region No. 9. The workshop was part of a Project aimed at

supporting implementation of the WMCR, 2013, through the development of an action plan for wildlife management in Southern Guyana-Roraima.

Also, representatives of the BMD attended a one day, PANTHERA Regional Workshop on Sustainable Wildlife Management and a presentation was made on the status of Wildlife Management in Guyana.

The Agency participated in a National Stakeholder's consultation to discuss the final draft of the Wildlife Import and Export Bill.

The Agency also facilitated a public consultation to review a drafted Zoo Regulations which are being made under the Environmental Protection Act of 1996.

### Public Awareness

The Agency participated in an interview with MTV which touched on the importance of citizens reporting wildlife crimes as it relates to indiscriminating hunting practices, and what are the Protected Species in Guyana.

For World Wildlife Day 2015, the Agency, in collaboration with the Wildlife Division, visiting conducted outreach with twenty-four (24) Secondary Schools in Regions No. 3, 4, 5 and 10, intended to promote and encourage participation in a poster competition and to raise awareness of the role of the Wildlife Division and the EPA as it relates to wildlife conservation.

Several features, on the Protected Species listed in the First Schedule of the WMCR, were prepared and posted, weekly, on the Agency's Facebook page.

### **Wildlife Complaints/Investigations**

Several wildlife complaints were received over the year via social media, telephone and emails related to species of wildlife such as the Ocelot (*Leopardis paradalis*); Jaguar (*Panthera onca*); Giant Anteater (*Myrmecophaga tridactyla*); Arapaima (*Arapaima gigas*); Capuchin Monkeys-Wedge Capped (*Cebus olivaceus*) Manatee (*Trichechus manatus*) and Sperm Whale (*Physeter macrocephalus*). The complaints were investigated and appropriate measures taken.

A proposal to investigate the allegations of illegal harvesting of Arapaimas and, an assessment of the effects of the dry weather/ drought on the Arapaimas in the Annai District, North Rupununi, Region 9, was approved by the Permanent Secretary, MNR. As a result, a field exercise was carried out.

### **Wildlife Rescue and Relocation**

The Agency responded to reports of a Manatee stranding approximately 75 miles off the Lusignan Foreshore. The Manatee (*Trichechus manatus*) was secured and safely transported to the Guyana Zoo.

The Agency became aware of an Ocelot (*Leopardus pardalis*) in Police custody at the Central Police Station in New Amsterdam and hence secured the Ocelot and had it transported to the Zoological Park, Georgetown.

## 5.0 EDUCATION, INFORMATION AND TRAINING

The implementation of the activities of the 2015 Workplan for the Education and Awareness (EA), Capacity Building and Information and Communication Programmes was affected by a lack of financial resources. The Agency began to receive the funds it was allocated under the National Budget in September, 2015. This circumstance was a consequence of national elections being held in May, 2105. Despite the non-availability of a budget, some level of implementation of the Workplan for the three Programmes was achieved during quarters 1-3 of 2015. Once the budget funds became available, implementation was maximized as much as possible during the last quarter of 2015. Accomplishments for the year, under the three Programmes, are detailed below.

### 5.1 Development of Educational Materials

Thirty-four (34) new information materials and twelve (12) training materials (Fig. 13 and Appendix I) were developed during the year. Information materials covered a total of six (6) categories while training tools focused on three (3) of these areas.

These were distributed across the different areas as follows: ten (10) Conservation and Protection - six (6) information and five (5) training; eight (8) Environmental Pollution and Management - four (4) information and four (4) training; six (6) Climate Change –three (3) information and three (3) training; four (4) Solid Waste Management – all being information; and fifteen (15) on EPA's Work – all being information. Fig. 14 below shows the distribution of materials according to focus area while the specific titles and formats of these materials are detailed in Appendix I.

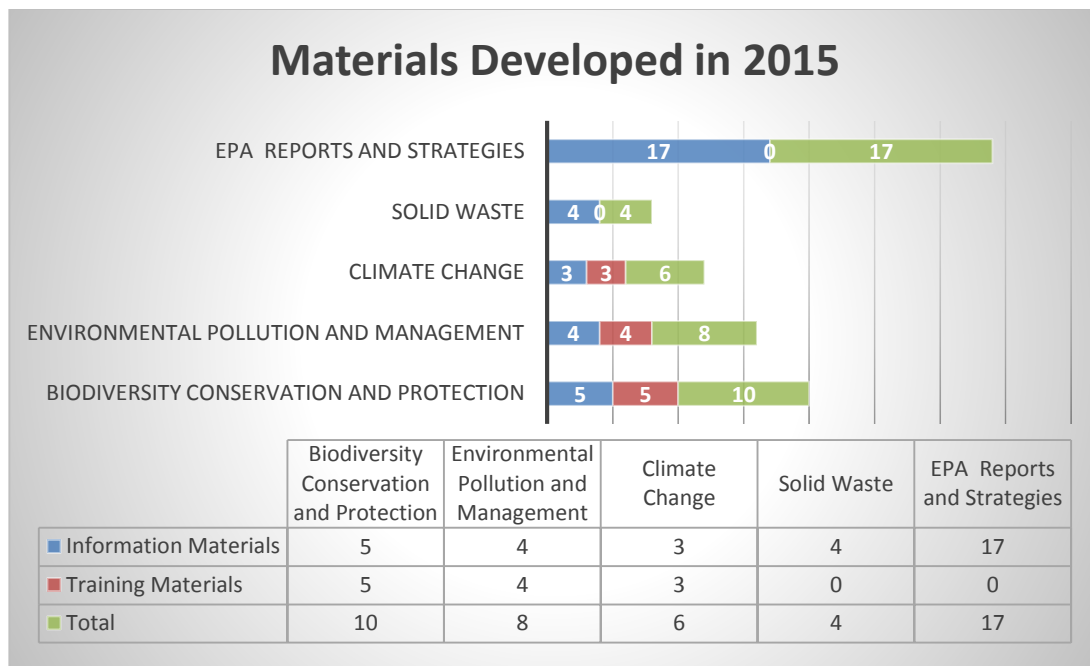


Figure 13: Materials developed in 2015, by Subject.

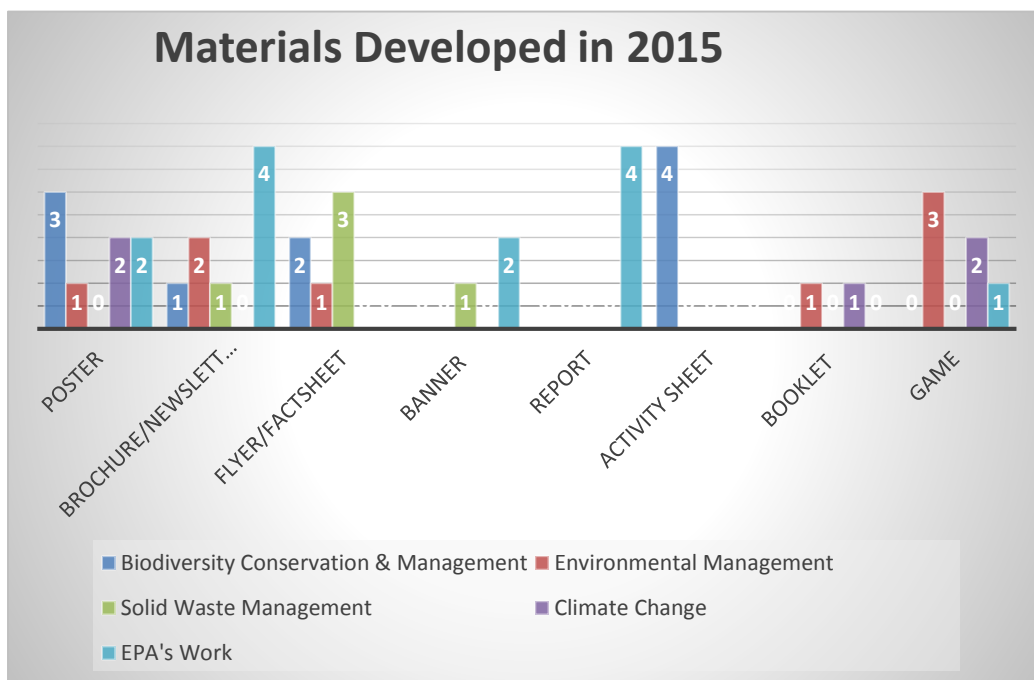
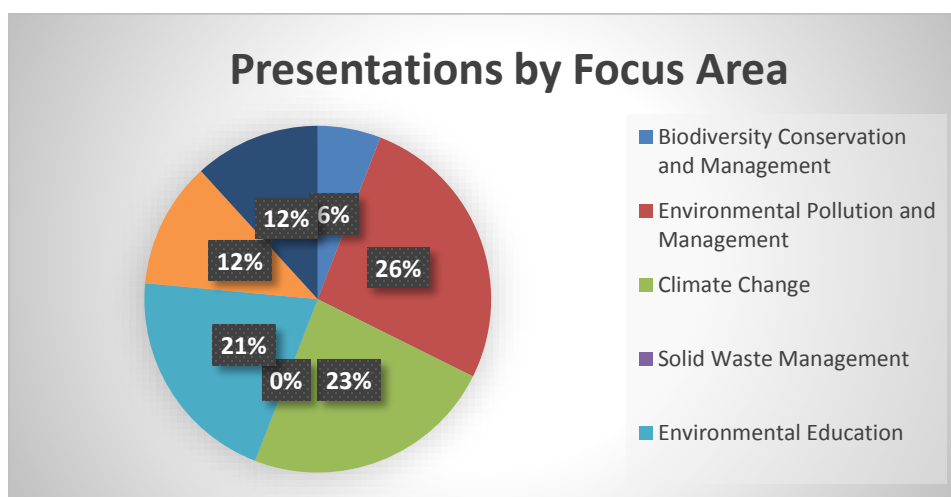


Figure 14: Materials developed in 2015, by Format and Subject.

## **Presentations**

A total of thirty-four (34) presentations were prepared for use in various workshops and outreach sessions during the year (Fig. 15). These presentations focused on areas such as Solid Waste Management (8); Biodiversity Conservation (2); Environmental Pollution and Management (6); Climate Change (5); Environmental Education (6); and, Environmental Club Development (7).



*Figure 15: Presentations developed in 2015, by Focus Area.*

### **5.2 Outreach**

Outreach and training sessions (Fig. 16) were conducted primarily with schools during the year with the Agency interfacing with participants from over forty (40) schools. Fifteen (15) sessions were conducted on solid waste management reaching participants from more than twenty (20) schools in Region 4 and Georgetown. In addition, six (6) sessions were conducted on climate change; five (5) with participants from five (5) schools in Region 3, and one (1) with a school and community in Region 10. Four (4) sessions were also facilitated at four (4) day camps two (2) of which were organized by the National Museum and two (2) by the Caribbean Youth Environmental Network (CYEN). Environmental club development sessions were also conducted with four (4) schools. A “Trash to Fashion” Show was also organized and implemented in collaboration with the Japan International Cooperation

Agency (JICA) which involved participants from eleven (11) secondary schools. A mural painting was also executed in collaboration with JICA and the Burrowes' School of Arts.

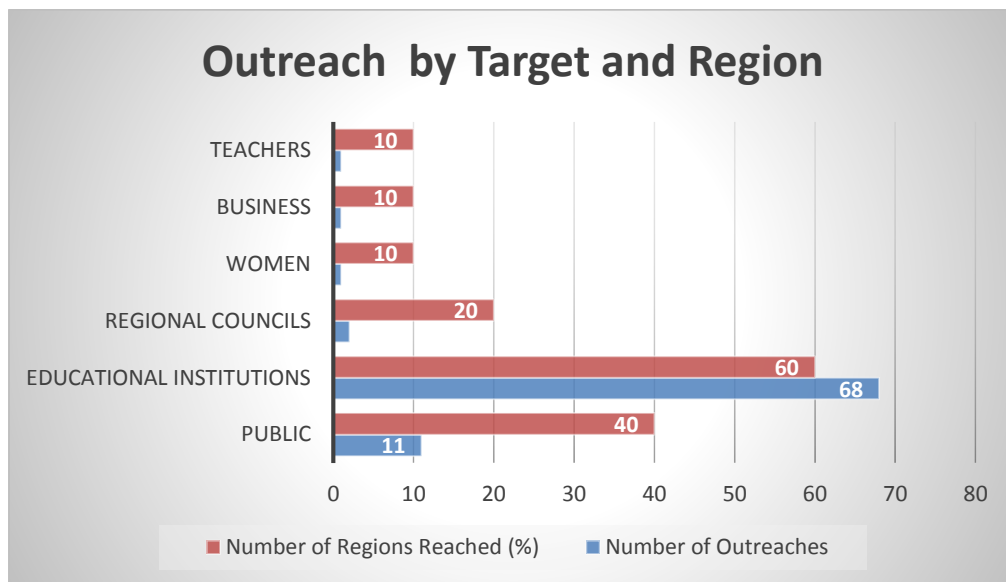


Figure 16: Outreach in 2015, by Target Group and Region.

Details of the specific schools and groups targeted are presented below:

### Solid Waste Management

Presentations were delivered to:

1. Selected schools in Region 4, at a Solid Waste Management Workshop in partnership with “*Clean and Green Guyana*”.
2. Thirteen (13) Georgetown schools on “Waste Reuse” integrating application of various art techniques, e.g. *Papier Mache* to transform waste materials into useful items.
3. Students and teachers of the BV Secondary School employing a practical approach to provide information on the subject of waste and its management.

### Environmental Club Development

1. Sessions were conducted with two (2) schools - Winfer Gardens Primary and President's College, and one (1) Community/ Youth Group - Haslington Social Change Club to aid in the setting up environmental clubs.

2. A session on School Yard Ecology was conducted with thirty-two (32) students of the St. Cuthbert's Mission Secondary School.

### Climate Change

1. Climate Change Outreach in schools continued with sessions being conducted at five (5) schools in Region 3.
2. Climate Change sessions were conducted in the community of St. Cuthbert's Mission where twenty-eight (28) Primary school students and twelve (12) women participated.
3. Sessions were facilitated at four (4) Day Camps conducted during the month of August, 2015. Two (2) of these Camps were coordinated by the Caribbean Youth Environment Network (CYEN) and two (2) by the National Museum targeting children aged 6–14. A total of 61 students participated in these sessions.

### Fashion Show

In collaboration with JICA, a *Trash to Fashion Show* was hosted at the Promenade Gardens in September, 2015. The event featured fashion pieces made by students from eleven (11) Secondary schools in Region 4. The unique designs utilized waste materials such as plastic, paper and cardboard. The event was attended by government agencies, participating schools, environmental groups and other schools.

### Mural Painting

The EPA in collaboration with JICA painted a Mural on walls of the Kitty Pump Station. The mural is intended to serve as an awareness tool on the need for individual and collective action in environmental management and conservation. Twenty-two (22) persons, including JICA volunteers, staff of the EPA and students of the Burrowes' School of Art participated in the painting activity. The concept of the mural was developed by the JICA volunteer, Ms. Naoko Kanda, in collaboration with the EITD staff. Ms. Kanda was attached to the EITD for a period of six (6) months and successfully completed her stint on October 12, 2015.

### 5.3 Exhibitions

During the year, exhibitions were used as a forum for interfacing with the public. The Agency was able to participate in eleven (11) such events, most of which were organized by different agencies and entities in 2015. These are as follows: UG Career Day; Linden Exposition and Trade Fair; International Day of Forest (IDF); Lion's Career Fair; Environmental Street Fair and Youth Expo; GGMC Mining Exhibition 2015; Berbice Expo and Trade Fair; Rupununi Expo & Business Forum and Agricultural Expo; Green Conference & Expo; Kwakwani Night; Alternatives to Styrofoam exhibition; and, GIS Day.

### 5.4 Media

The use of media (Fig. 17) was affected by the focus on national elections which took precedence over articles and television discussions on the environment. The Chronicle Newspaper resumed publishing of the EPA's articles shortly after May. For the year, forty (40) articles from the EPA were published in the Chronicle Newspaper.

Television coverage of environmental discussions was limited due to sports and elections. However, the EPA was able to participate on a number of radio interviews on *100 Fresh fm*. Draft PSAs on the Styrofoam Ban were also produced.

The Agency also developed a Facebook page to boost its public awareness.

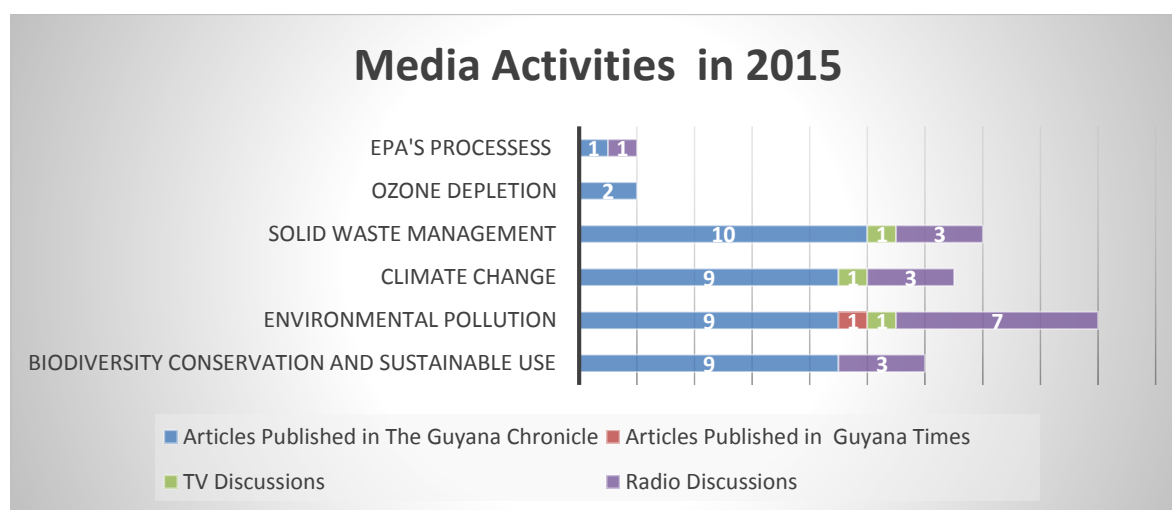


Figure 17: Media Activities in 2015.

## 5.5 Observance of Environmental Days

For the year, the EPA planned, coordinated and executed activities, in observance of nine (9) environmental days. However, no significant activities were conducted in observance of International Day of Biological Diversity and World Environment Day due to budget constraints. The forty-eight (48) activities planned and implemented for environmental days were distributed as follows: World Wetlands Day (2); World Water Day (5); World Wildlife Day (24); Earth Day (2); Earth Hour (1); World Environment Day (1); Forest Day (2); Ozone Day (4); and International Coastal Clean-up Day (7).

## 6.0 ADMINISTRATION

### 6.1 Human Resources

#### **Staffing**

At the end of 2015, ninety-three (93) staff were within the employ of Agency, inclusive of eleven (11) Litter Prevention Wardens. In addition, five (5) staff seconded from the MNR were also integrated into the technical Divisions of the EPA.

#### **Vacancies, Appointments, Resignations**

Throughout the year, the Agency continued to recruit staff to fill vacancies created in the Agency primarily as a result of a staff resignations (Figs. 18 and 19). The Administrative Division experienced the highest rate of staff turnover with eleven (11) resignations (Fig. 18), followed by the Environmental Management and Compliance Division with nine (9) resignations. Throughout the year, the staff complement of the Education, Information and Training Division and the Biodiversity Management Division remained fairly intact with the latter experiencing just one (1) vacancy during the year.

Despite experiencing a high rate of staff turnover of over twenty-five percent (25%) during the year, the Agency was successful in recruiting staff to fill most of the vacancies making a total of twenty-six (26) appointments. At the end of the year, just three (3) positions remained vacant.

An analysis of the resignations received in 2015, revealed that six (6) or the majority came from Environmental Officers (Table 1) representing an eighteen percent (18%) turnover of staff in this position since there are thirty-four (34) such positions within the organizational structure. Turnover of Litter Prevention Wardens continue to be high with there being three (3) resignations taken against the twelve (12) such positions in the staff structure.

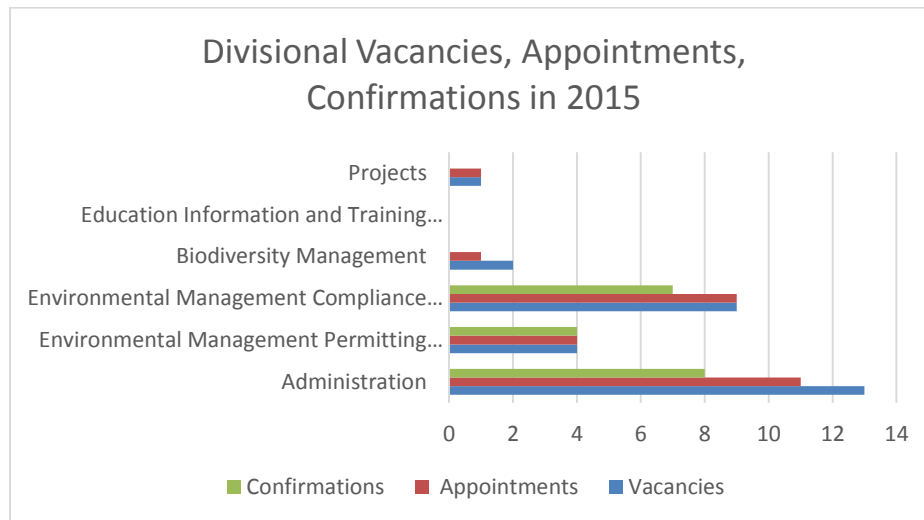


Figure 18: Vacancies in 2015, by Division.

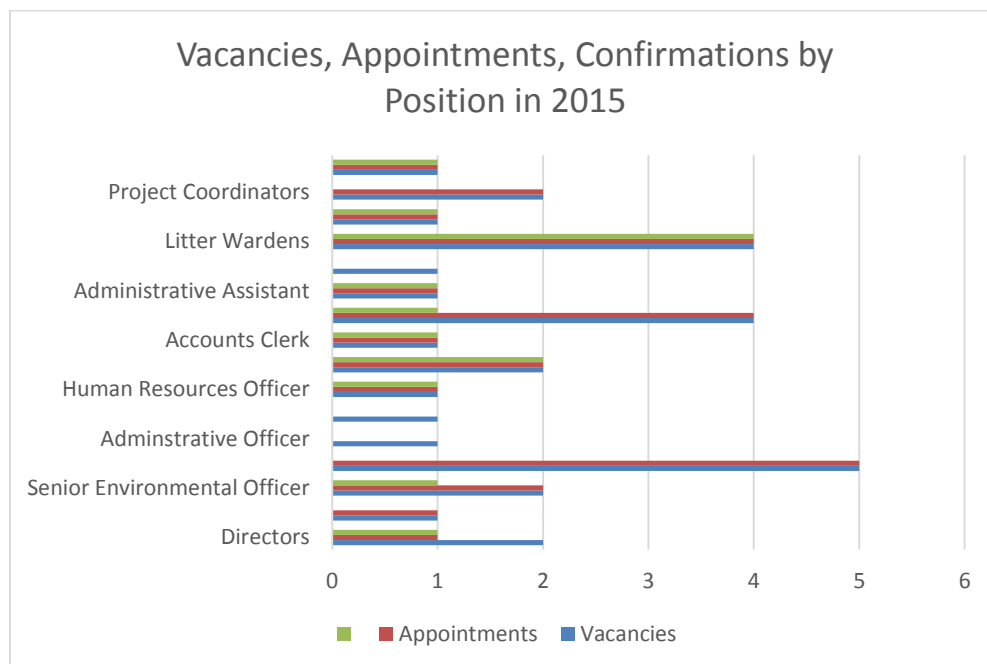


Figure 19: Vacancies in 2015, by Position.

## **Volunteers, Work Study, Secondment**

The Agency accommodated two (2) volunteers from the Ministry of Natural Resources and the Environment to provide them with an educational opportunity over a six-month period during February-July, 2015. In addition, the Agency accepted a request from the Apex Education School to accommodate one (1) student for a two (2) month work study stint during July-August, 2015.

The Agency received two (2) Environmental Officers on secondment from the Ministry of Natural Resources. Both of these Officers have been placed within the Environmental Management Compliance Division (EMCD).

## **Training/Meetings**

During the year, a total of sixteen (16) Cabinet Memos were prepared to request approval for staff to attend meetings and workshops abroad of which eleven (11) approvals were received. Of the approvals received, seven (7) were for meetings and workshops on biodiversity with five (5) of these being associated with the Regional Biosafety Project in which Guyana is a participating country. Four (4) approvals were received for meetings related to environmental management.

## **6.2 Financial Management**

For the year, G\$243,188 M was received as Subvention and, G\$6 M as Capital Subvention while Revenue generation was G\$44,601 M. Figs. 20 and 21 show Subvention received and revenue collected respectively on a monthly basis.

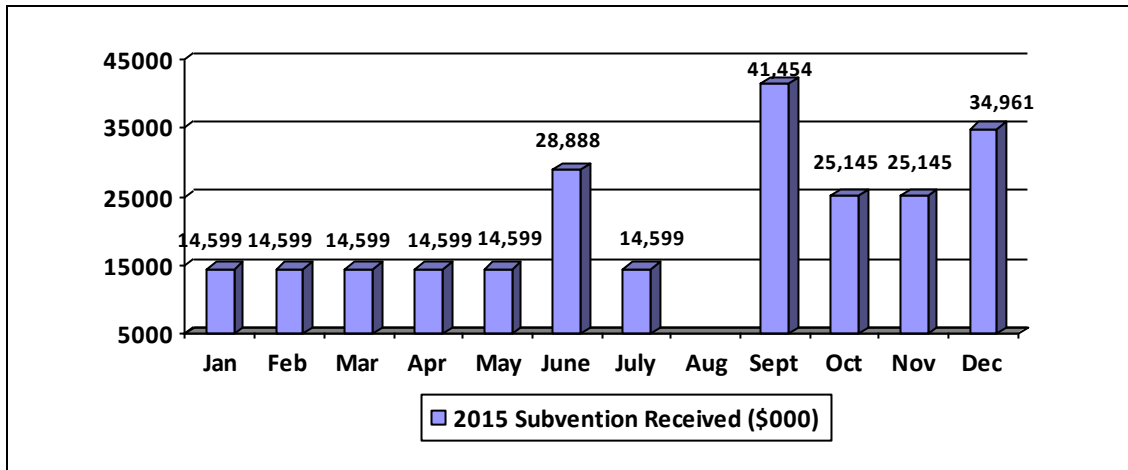


Figure 20: Subvention received in 2015.

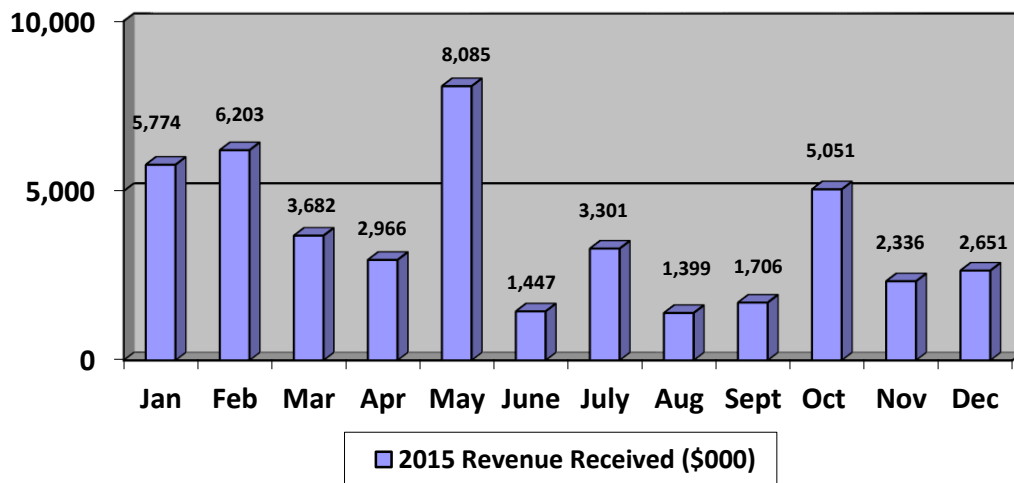


Figure 21: Revenue received in 2015.

The following were the major achievements during the period under review:

- 1) Monthly Financial Reports for EPA, Pick it Up, Wildlife Division, KfW, Biosafety and NBSAP Projects were prepared for the period January to December, 2015.
- 2) Monthly Payrolls for EPA & Wildlife Division from January to December were prepared and paid.
- 3) Gratuity for the period January to June and July to December 2015, were prepared and paid.
- 4) Retroactive payment from July to December and Vacation allowance for 2015 were prepared and paid.
- 5) NIS & PAYE remittances for EPA and, Wildlife Division were paid monthly.

- 6) VAT Returns for January to December 2015 were prepared and submitted to the GRA.
- 7) The Monthly Cash Flow Statements from January to December 2015 were prepared and submitted to the Ministry of Finance.
- 8) The Agency continued to provide support to the Biodiversity Enabling Activities Project and KfW Phase II Project.
- 9) Employer and Employees Tax Return for the year 2014, was completed and submitted to GRA and the year 2015, is currently being prepared.
- 10) Both recurrent and capital budget were completed for the year 2016 for EPA and Wildlife.
- 11) The audit of KfW for 2014, was completed and the audit report was received.
- 12) The audit of EPA/Wildlife Consolidated Financial Statements 2014, was completed and audit report was received.

### 6.3 Procurement and Asset Management

All Divisions and Projects Units were provided with administrative and logistical support. Further, evaluation and procurement of materials, equipment and services were efficiently managed.

#### **Procurement and Management**

Physical checks of EPA's fixed assets were conducted by the Audit Office of Guyana against EPA's Stock Records. Also, the EPA conducted internal asset checks and updated its Asset Register and the labeled additional assets procured.

The procurement process was managed for the purchase of capital items under the National Capital Expenditure 2015. Among items purchased in 2015 were: Particulate Monitor, three (3) GPS with Accessories, Three (3) Cameras with Accessories, two (2) Noise Meters, One (1) Handheld Weather Station with Tripods, PC Interface and Calibration, one (1) Photocopying Machine and two (2) Printers.

Stationery and dietary supplies were purchased as required to meet the EPA's needs.

#### **Vehicle Maintenance**

The EPA carried out regular maintenance of its fleet of vehicles to avoid extensive repairs and its associated costs and to fulfill transportation requirements. Insurance, fitness, road license, etc. were renewed in a timely manner. Aged vehicles within the EPA's fleet were maintained regularly through servicing.

### **Building and Compound Maintenance**

General aesthetics of the building and compound were enhanced through regular cleaning, brushing and maintenance. As such, Contracts were prepared and signed for a number of activities.

### **Additional Support**

Administrative support was provided for: Printing of Brochures and booklets for outreach programmes; Printing of the NBSAP Booklet and 5NR Document; Printing of Litter Enforcements Booklets; Teachers' Training Camp; Outreach to schools, Coastal Cleanup and Green Expo; Outreach to St. Cuthbert's Mission, Kwakwani Expo, Berbice Expo Agriculture; expo in Lethem and Linden Expo; Styrofoam ban awareness activity; Mural Painting Activity; Plant a Tree Activity; Ozone day outreach in Region 3; World Water Activity; Career Day at University of Guyana; and Mining Exhibition.

## **6.4 Information Technology**

### **Management Information Systems and Website Maintenance**

During the year maintenance was conducted on the Agency's website and databases as follows: Assets Database; Complaints and Permits Database; EPA website [www.epaguyana.org](http://www.epaguyana.org); New documents, downloads and vacancies were uploaded; New sections and download Categories were created as needed; and Website hosting issues were fixed; GEF GUYANA.ORG country website; the NBRIS internal web module was supported; QuickBooks Accounting Systems – errors were fixed in a timely manner; and Open Data Kit software was successfully tested, for phone to server synchronization to generate statistical reports when staff are in the fields.

## **Network Support and Administration**

The internal network was supported and maintained: Local Area Network was expanded; network connectivity errors were fixed; user accounts, mapped drives and permissions were created to facilitate new staff; assistance was given to the NBRIS consultant related to issues with the LAN Module; support was given to Human Resources Information System; support was given to the payroll software; three new Laser Jet Printers were deployed; Explorer 710 mobile satellite internet device was tested and configured and a practical demonstration on the basic usage of the device was done for the staff of BMD and EMCD; Data Server was upgraded with 1TB of additional storage in a Raid 5 configuration and the relevant data shares were restructured; Arc GIS Software was upgraded to version 10.3 for better functionality; licensing issues were resolved in the GIS unit for the Remote Sensing software; all Internet related problems were fixed; Seniors' Internet DSL line was upgraded to 5 Mbps Connection from 1.5Mbps; a 10 Mbps connection is being in the light of GT&T having reduced their DSL rates; hardware and software firewall was updated to the latest firmware and software; a new Hp Plotter was assembled and deployed to the GIS unit, it was configured to the network and is fully functional; complete backups of the Agency's data and Virtual machines were done; and 10 node license was purchased for Kaspersky Antivirus.

## APPENDIX I: EPA STAFF LIST AT THE END OF DECEMBER, 2015.

1	<b>Ramdass Dr. Indarjit</b>	<b>Executive Director</b>
2	<b>Persaud Dhanraj</b>	<b>Administrative Director</b>
3	Ronald Sanichara	Human Resources Officer
4	Marshall Fiona	Senior Accounts Clerk
5	Lall Taramati	Senior Accounts Clerk
6	Ishmile-Mohamed Colita	Senior Accounts Clerk
7	Harry Jewell-Ann	Human Resources Assistant
8	Alli Faneeza	Executive Assistant
9	Geer Kerean	Executive Assistant
10	Bailey Divinjali	Administrative Assistant
11	Karim Bibi Faneeza	Administrative Assistant
12	Tiwari Ryan	IT Specialist
13	Valenzeoela Antonio	Network Administrator
14	Barrat Sasenarine	Technical Support Officer
15	Ragnauth Hollee	Accounts Clerk
16	Bayley Dadre	Accounts Clerk
17	Elliot Charlette	Accounts Clerk
18	Ramdayal Kamal	Driver
19	Hinds Erick	Driver
20	Sam Shem	Driver
21	Williams Joel	Driver
22	Sasenarine Ravi	Driver
23	Bacchus Michael	Driver
24	Samaroo Kumar Dev	Office Assistant
25	Allen Arlene	Office Assistant
26	Lowrie Cheryl	Cleaner
27	Perreira Winifred	Cleaner
28	Durant Kevin	Handyman
29	Mc Pherson-Damon Aminah	Legal Officer
30	<b>Seebaran Hansranie</b>	<b>Director</b>
31	Morrison Radhika	Executive Assistant
32	Gumbs-Luke Sonia	Senior Environmental Officer
33	Hall Malicia	Environmental Officer II
34	Vaughn Gregoria	Environmental Officer II
35	Hackett, Makini	Environmental Officer I
36	David, Kathia	Environmental Officer I
37	Ramsamroj Marlon	Environmental Officer II
38	Persaud Teijvarti	Senior Environmental Officer
39	Persaud Nalissa	Environmental Officer II
40	Itwaru Savitri	Environmental Officer II
41	Joseph Sharmin	Environmental Officer II
42	Toney Junior	Environmental Officer I
43	Adams Camille	Senior Environmental Officer
44	Abraham Dulcie	Environmental Officer II
45	Earle Delon	Environmental Officer I
46	Sadloo - Trotman Saudia	Environmental Officer II
47	Ali Khadija	Environmental Officer I
48	Alleyne Karen	Senior Environmental Officer
49	Farinha Latoya	Environmental Officer II
50	Franklin Melinda	Environmental Officer II
51	Franklin Angela	Senior Environmental Officer
52	Sullivan, Ronn	Environmental Officer II

53	Grogan Frank	Environmental Officer I
54	<b>Parsram Kemraj</b>	<b>Director, EMCD</b>
55	Hohenkirk Nicole	Executive Assistant
56	Duncan Odessa	Senior Environmental Officer
57	Redmond Tashana	Senior Environmental Officer
58	Adams Felicia	Senior Environmental Officer
59	Browne Denroy	Environmental Officer II
60	Budhram Mahendra	Environmental Officer II
61	Gravesande Joel	Environmental Officer I
62	Fordyce Gwenetta	Environmental Officer I
63	Primo Colis	Senior Environmental Officer
64	Chandra Anastasia	Environmental Officer II
65	Chanderpaul Junior Paul	Field and Data Management Technician
66	Singh, Surjpaul	Field and Data Management Technician
67	Seeram Darshini	Environmental Officer I/ GIS Officer
68	Nasir Nadia	GIS Technician
69	Razack Sharifah	Director, EITD
70	Brower - Thompson Candacie	Senior Environment Officer
71	Charles Dillon	Environmental Officer I
72	Forde Aretha	Environmental Officer II
73	Hughes Deuel	Environmental Officer II
74	Alli Fareena	Executive Assistant
75	Liverpool Whoopi	Environmental Officer II
76	Trim Gracelyn	Environmental Officer I
77	Sharief, Bibi	Senior Environment Officer
78	Smith Rae	Environmental Officer II
79	Odwin Schanace	Environmental Officer II
80	Lord Stacy	Senior Environmental Officer
81	Fernandes Diana	Environmental Officer II
82	Mohabir Vidyanand	Environmental Officer I
83	Small Karen Ann	Senior Environmental Officer
84	McAndrew Rayner	Environmental Officer II
85	David Oswin	Environmental Officer I
86	Ali Zahair	Environmental Officer II
87	Rambarran Alisha	Executive Assistant
88	<b>Roysdale Forde</b>	<b>EPA's Attorney</b>

## FORM RV-1PB: MONTHLY CURRENT REVENUE REPORT

FORM RV-1PB: Monthly Current Revenue Report			AGENCY NUMBER: 24		AGENCY NAME: ENVIRONMENTAL PROTECTION AGENCY		PERIOD ENDING: December 31,2015	
2015 REVENUE (G\$'000s)								
Chart of Accounts	Head of Revenue	[1]	[2]			[3]		
		Estimates	Revenue Collected for month (December )			Actual Collection to date		
		2015	Actual	Arrears	Total	Actual	Arrears	Total
	Permit Fee	36,115	2,146		2,146	38,281		38,281
	Application Fee	5,163	494		494	6,058		6,058
	Other(Misc) Income	1,020	2		2	175		175
	Pollution Management Registration	-	-		-	-		-
	Registration of EIA Consultants	71	9		9	87		87
	Sale of Tender Docuemts	-			-			-
<b>TOTAL</b>		42,369	2,651	-	2,651	44,601	-	44,601

Certified Correct by:  
Head of Budget Agency

Date

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Ministry of Finance

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FORM RV-2PB: MONTHLY CURRENT REVENUE REPORT

FORM RV-2PB: Monthly Revenue Projection		AGENCY NUMBER: 24			AGENCY NAME: ENVIRONMENTAL PROTECTION AGENCY									PERIOD ENDING: December 31, 2015	
Chart of Accounts	Head of Revenue	2015 REVENUE (G\$'000s)													
		Collections & Projections												TOTAL	Projected End of Year Arrears
		Jan. A	Feb A	Mar A	Apr A	May A	Jun A	Jul A	Aug A	Sep A	Oct A	Nov A	Dec A	Collection	
	Permit Fee	5,262	5,811	2,833	2,446	7,695	951	2,702	759	1,293	4,556	1,827	2,146	38,281	-
	Application Fee	499	376	835	502	382	488	595	497	413	479	497	494	6,058	-
	Other(Misc) Income	0	7	14	8	5	2	-	137		0		2	175	-
	Pollution Management Registration													-	-
	Registration of EIA Consultants	13	9		9	3	6	3	6		15	12	9	87	-
	Tender Documents													-	-

Certified Correct by:  
Head of Budget Agency

Date

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Ministry of Finance

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## APPENDIX II

Monthly Current Revenue Report		2015 REVENUE (\$000)																							
Chart of Accounts	Head of Revenue	Jan	Jan	Feb	Feb	Mar	Mar	Jan-Mar	Jan-Mar	April	April	May	May	June	June	Apr-Jun	Apr-Jun	Jan-Jun	Jan-Jun	July	July	Aug	Aug	Sept	Sept
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	Permit Fee	5,262	5,262	5,811	5,811	2,833	2,833	13,906	13,906	2,448	2,448	7,895	7,895	951	951	11,092	11,092	24,998	24,998	2,702	2,702	759	759	1,293	1,915
	Application Fee	499	499	376	376	835	835	1,710	1,710	502	502	382	382	488	488	1,372	1,372	3,082	3,082	595	595	497	497	413	248
	Other(Misc) Income	-	-	7	7	14	14	21	21	8	8	5	5	2	2	15	15	35	35	-	-	137	137	-	206
	Pollution Management Registration	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Registration of EIA Consultants	13	13	9	9	-	-	22	22	9	9	3	3	8	8	18	18	41	40	3	3	8	8	-	8
	Revenue Generated	5,774	5,774	6,203	6,203	3,662	3,662	15,659	15,659	2,965	2,965	8,085	8,085	1,447	1,447	12,497	12,497	28,156	28,156	3,300	3,300	1,399	1,399	1,706	2,378
	Government Subvention	14,599	14,599	14,599	14,599	14,599	14,599	43,797	43,797	14,599	14,599	14,599	14,599	28,888	28,888	88,086	88,086	101,883	101,883	14,599	14,599	14,599	14,599	28,855	28,037
	Capital Funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,102
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		20,373	20,373	20,802	20,802	18,281	18,281	59,456	59,456	17,564	17,564	22,664	22,664	30,338	30,338	70,583	70,583	130,039	130,039	17,899	17,899	15,998	15,998	28,562	30,412

## FORM EX - IPE: CASHFLOW STATEMENT (Programme Budgeting)

Form EX -1PB: Cashflow Statement (Programme Budgeting)		Ministry / Department / Region: Environmental Protection Agency						For Period Ending: December 31, 2015					Year: 2015			
Programme Number:		Programme Name:														
Chart of Accounts	Line Item	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]	[11]	[12]	[13] =1 to 12	[14]	[15] =14 - 13
		A	A	A	A	A	A	A	A	A	A	A	A	TOTAL	Voted / Revised	Variance
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Act. Plus Proj.	Provision.	
Total Statutory Employment Expenses		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Statutory Expenditure		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6011 Statutory Wages and Salaries														0		0
6012 Statutory Benefits and Allowances														0		0
6013 Statutory Pensions and Contributions														0		0
Statutory Payment To Defendant's Pension Fund		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6021 Payments to Defendant's Pension Fund														0		0
Total Statutory Public Debt		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6031 Public Debt - Internal Principal														0		0
6032 Public Debt - Internal Interest														0		0
6033 Public Debt - External Principal														0		0
6034 Public Debt - External Interest														0		0
														0		0
TOTAL APPROPRIATION EXPENDITURE		11,806	21,776	13,730	23,690	11,738	32,219	18,272	21,639	17,754	20,950	27,069	64,163	284,807	285,557	750
Total Employment Costs		9,893	16,181	9,720	18,165	9,860	27,812	14,056	18,280	11,175	14,971	18,487	48,427	217,027	210,328	(6,699)
Total Wages and Salaries		9,893	16,181	9,720	18,165	9,860	27,812	14,056	18,280	11,175	14,971	18,487	48,482	217,082	210,328	(6,754)
6111 Administration														0		0
6112 Senior Technical														0		0
6113 Other Technical and Craft Skilled														0		0
6114 Clerical and Office Support														0		0
6115 Semi-Skilled Operatives and Unskilled														0		0
6116 Contracted Employees		9,893	16,181	9,720	18,165	9,860	27,812	14,056	18,280	11,175	14,971	18,487	48,482		210,328	210,328
6117 Temporary Employees														0		0

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Ministry of Finance

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## FORM EX - IPB: CASHFLOW STATEMENT (Programme Budgeting)

Form EX - IPB: Cashflow Statement (Programme Budgeting)		Ministry / Department / Region: Environmental Protection Agency					For Period Ending: December 31, 2015					Year: 2015				
Programme Number:		Programme Name:														
Chart of Accounts	Line Item	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]	[11]	[12]	[13] = [1] to [12]	[14]	[15] = [14] - [13]
		A	A	A	A	A	A	A	A	A	A	A	A	TOTAL	Voted /	
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Act. Plan Proj.	Revised Provision.	Variance
Overhead Expenditure		-	-	-	-	-	-	-	-	-	-	-	(55)	(55)	-	55
6131	Other Direct Labour Costs	-	-	-	-	-	-	-	-	-	-	-	(55)	(55)	-	55
6132	Incentives												-	-		-
6133	Benefits and Allowances												-	-		-
6134	National Insurance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6135	Pensions												-	-		-
Revision of Wages and Salaries		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6141	Revision of Wages and Salaries												-	-		-
	TOTAL OTHER CHARGES	1,913	5,595	4,010	5,524	1,878	4,407	4,216	3,359	6,579	5,979	8,583	15,737	67,780	75,229	7,449
													-	-		-
Expenses Specific to the Agency		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6211	Expenses Specific to the Agency												-	-		-
Materials, Equipment and Supplies		517	456	849	404	115	195	1,087	281	1,328	545	1,151	6,745	13,674	15,786	2,112
6221	Drugs and Medical Supplies	-	-	-	-						1	305		306	278	(28)
6222	Field Materials and Supplies	25	-	33	-	8	-	-	-	61	-	18	3,201	3,346	4,627	1,281
6223	Office Materials and Supplies	338	8	105	-	10	91	219		1,016	47	291	211	2,336	4,000	1,664
6224	Print and Non-Print Materials	155	448	711	404	97	104	868	281	251	498	537	3,333	7,686	6,881	(805)
Fuel and Lubricants		-	269	235	242	-	232	473	285	325	326	344	907	3,637	4,336	699
6231	Fuel and Lubricants	-	269	235	242		232	473	285	325	326	344	907	3,637	4,336	699
Rental and Maintenance of Building		58	26	6	122	24	135	59	51	1,153	155	403	1,568	3,760	3,852	92
6241	Rental of Buildings	-	-	-	-	-		-	-	-	-	-	-	-		-
6242	Maintenance of Buildings	58	26	6	28	19	22	35	4	330	155	403	1,505	2,592	2,737	145
6243	Janitorial and Cleaning Supplies	-		-	94	4	113	24	46	823	(0)		64	1,169	1,115	(54)

## FORM EX - IPB: CASHFLOW STATEMENT (Programme Budgeting)

Form EX - IPB: Cashflow Statement (Programme Budgeting)		Ministry / Department / Region: Environmental Protection Agency						For Period Ending: December 31, 2014						Year: 2014		
Programme Number:		Programme Name:														
Chart of Accounts	Line Item	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]	[11]	[12]	[13] = [10] + [12]	[14]	[15] = [14] - [13]
		A	A	A	A	A	A	A	A	A	A	A	A	TOTAL	Voted / Revised Provision	Variance
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Act. Plus Proj.		
Maintenance of Infrastructure		3	-	-	-	-	11	(2)	2	-	42	48	-	104	1,000	896
6251 Maintenance of Roads		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6252 Maintenance of Bridges		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6253 Maintenance of Drainage and Irrigation Works		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6254 Maintenance of Sea and River Defences		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6255 Maintenance of Compound		3			-		11	(2)	2		42	48		104	1,000	896
Transport, Travel and Postage		480	264	815	351	132	979	1,032	277	1,009	848	1,420	901	8,509	11,948	3,439
6261 Local Travel and Subsidences		49	277	403	105	52	800	254	(434)	634	325	877	2	3,346	6,380	3,034
6262 Overseas Conference and Official Visits				45	-		(11)	-	-					34	119	85
6263 Postage, Taler and Cablegrams		2	33	38	11	48	23	17	43	27	40	19	42	343	560	217
6264 Vehicle Spares and Services		429	(47)	329	236	31	167	761	668	348	483	524	857	4,786	4,889	103
6265 Other					-											-
Utility Charges		152	1,031	1,193	803	1,087	355	902	865	900	1,659	906	2,414	12,266	10,159	(2,107)
6271	Telephone Charges	152	159	580	175	369	347	310	254	335	372	337	996	4,385	3,860	(525)
6272	Electricity Charges		872	613	628	718	8	592	612	565	1,111	569	1,419	7,706	6,000	(1,706)
6273	Water Charges										176			176	299	123
Other Goods and Services Purchased		360	672	493	630	381	472	403	1,213	844	888	1,682	986	9,025	9,591	566
6281 Security Services		190	434	452	405	348	448	205	652	226	409	647	659	5,076	5,698	622
6282 Equipment Maintenance		170	11	15	66			146	524	577	457	945	271	3,182	3,000	(182)
6283 Cleaning and Externalisation Services			38	23	158	32	23	41	38	41	23	23	56	497	593	96
6284 Other			190	2				11				66		270	300	30

Office of the Budget  
Ministry of Finance

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Please type or clearly handwrite data DIRECTLY onto this form.

## FORM EX -IPB: CASHFLOW STATEMENT (Programme Budgeting)

Form EX - IPB: Cashflow Statement (Programme Budgeting)		Ministry / Department / Region: Environmental Protection Agency						For Period Ending: December 31, 2015						Year: 2015		
Programme Number:		Programme Name:														
		[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]	[11]	[12]	[13] = 1 to 12	[14]	[15] = 14 - 13
Chart	Line Item	A	A	A	A	A	A	A	A	A	A	A	A	TOTAL	Voted /	
of Accounts		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Act. Plus	Revised	Variance
														Proj.	Provision	
Other Operating Expenses		188	2,877	419	2,971	140	2,029	262	385	960	1,352	2,415	2,667	16,665	17,362	697
6291 National and Other Events		89	-	15	12	6	11	45	45	626	1,134	224	1,237	3,445	2,919	(526)
6292 Dietary			21	20	53	24	19	86	34	246	23	25	7	561	2,058	1,497
6293 Refreshments and Meals		57	144	46	60	67	52	116	148	59	99	182	343	1,372	2,385	1,013
6294 Other		42	2,712	338	2,846	43	1,946	15	157	29	96	1,983	1,081	11,288	10,000	(1,288)
Education Subventions and Training		154	-	-	-	-	-	-	-	60	164	214	(452)	139	1,195	1,056
6301 Education Subventions and Grants										-	-	-	-	-		-
6302 Training (Including Scholarships)		154	-	-	-					60	164	214	(452)	139	1,195	1,056
Rates and Taxes and Subventions			-	-	-	-	-	-	-	-	-	-	-	-	-	-
6311 Rates and Taxes										-	-	-	-	-	-	-
6312 Subventions to Local Authorities										-	-	-	-	-		-
Subs. and Contribs. to Local and Int'l Orgs.		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6321 Local Organisations										-	-	-	-	-		-
6322 International Organisations										-	-	-	-	-		-
Refunds of Revenue		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6331 Refunds of Revenue										-	-	-	-	-		-
Pensions		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6341 Non-Pensionable Employees										-	-	-	-	-		-
6342 Pension Increases										-	-	-	-	-		-
6343 Old Age Pensions and Social Assistance										-	-	-	-	-		-
Other Public Debt		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6351 Other Public Debt (Appropriation)										-	-	-	-	-		-

NOTE: 1. Monthly Cashflow Statement: ALL Agency / Programme are require to fill out cashflow statements QUARTERLY.

2. Actuals and Projections: For each month please indicate whether data is ACTUAL or PROJECTED, by circling the A or P at the top of the column.

3. Free Balance: The cashflow figure for each month must be equal to the request for additional funds for the month plus the FREE BALANCE ON Alotments for the previous month.

Date

Programme Manager

Head of Budget Agency

Office of the Budget, Ministry of Finance

Please type or clearly handwrite data DIRECTLY onto this form.