

ARCAL

**REGIONAL CO-OPERATION AGREEMENT FOR THE PROMOTION OF NUCLEAR SCIENCE AND TECHNOLOGY IN LATIN AMERICA AND THE CARIBBEAN**

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| **ANNUAL REPORT**  **Country: Belize** |

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**INTRODUCTION**

The annual report by national coordinators must reflect progress achieved and setbacks encountered in programme implementation during the year. This report is the responsibility of the ARCAL national coordinator and must be sent before 15 March of each year to the IAEA.

In order to provide necessary and useful information for project reporting, monitoring and development, a report format, as set out below, must be followed.

ANNEXES

Annex 4.1 – Format of the annual report on ARCAL country activities.

Annex 4.2 – Table of financial indicators for assessing States’ contributions.

**ANNEX I – FORMAT FOR THE ANNUAL REPORT ON ARCAL COUNTRY ACTIVITIES**

**CONTENTS**

1. EXECUTIVE SUMMARY
2. PARTICIPATION OF THE NATIONAL COORDINATOR IN ARCAL ACTIVITIES
3. RESULTS

a) DIFFICULTIES AND PROBLEMS ENCOUNTERED IN IMPLEMENTING PROJECTS AND THE AGREEMENT

1. ANNEXES
2. **EXECUTIVE SUMMARY**

Describe the country’s participation in project implementation, including contributions made by the country.

Belize wishes to express heartfelt gratitude to the International Atomic Energy Agency’s (IAEA) Regional Co-operation Agreement for the Promotion of Nuclear Science and Technology in Latin America and the Caribbean (ARCAL) for the horizontal, technical and economic cooperation received during 2019 aimed at promoting nuclear capacities and its applications for peaceful purposes offered to various national institutions.

In 2019, Belize became more active in ARCAL’s activities. Under ARCAL’s RLA0059 “Strengthening Regional Cooperation Project”, Ms. Renee Olmedo represented Belize at the XX Coordination Organ Meeting (OCTA) of ARCAL held in Varadero, Cuba from 20-24 May 2019. As ARCAL celebrated 35 years of working for LAC Countries the importance of a communication strategy was discussed at the meeting. Pending is the appointment of communications focal point who will maintain a record of activities and report at the next OCTA Meeting.

Belize attended the First Project Coordination Meeting to Strengthen Regional Capabilities and Collaboration for Food Safety in Vienna, Austria from December 16 – 20 2019. Participating for Belize were Dr. Natalie Gibson from the Belize Animal Health Authority and National Coordinator and Emil Waight from the Ministry of Foreign Affairs and ARCAL’s National Coordinator Assistant. Both officials participated in the drafting of a regional work plan for the regional project RLA 5081 was developed to address regional and national needs in the area of food safety monitoring.

Belize was actively participating in ARCAL’s project RLA7022 “Strengthening Regional Monitoring and Response for Sustainable Marine and Coastal Environment” during 2019.

Project RLA7022 has made important contributions to national efforts to build human resource capacity in nuclear based techniques for monitoring and accessing marine pollution. In 2019, Ms. Shareen Arnold from the University of Belize represented the project coordinator in the Final Coordination Meeting (CT RLA7022) under the heading of ‘Establecimiento de la Red de Observación para la Acidificación de los Océanos y Su Impacto en el Florecimiento de Algas Toxicas, usando Técnicas Isotópicas y Nucleares”, on 14-18 October 2019 in Panama.

While this activity did not focus on training, the exchange of ideas, data, the establishment of a data platform and the development of common protocols for regional monitoring of microplastic in coastal environments has strengthen Belize’s capacity to monitor coastal and marine pollutants. Important outputs were accomplished in the meeting, including: 1.A regional protocol for sampling microplastics on beaches; 2. All members of ARCAL RLA 7022 project were registered; 3. Microplastic sampling and characterization data from all member states were entered on the REMARCO’s Regional Microplastics Web Platform and 4. The data was analysed by the working group and used to prepare various regional atlases of microplastic contamination in the region.

1. **PARTICIPATION OF THE NATIONAL COORDINATOR IN ARCAL ACTIVITIES**

List the most important activities carried out by the national coordinator to support the conduct of ARCAL activities, and sessions that he/she has attended.

During 2019 these are the ARCAL activities Belize participated.

Project RLA 5081- The First Project Coordination Meeting held in December 2019 represented Belize’s first engagement in this project. Outputs of the meeting included a country work plan harmonized with a regional work plan for strengthening food safety monitoring programs under RLA 5081.

Project RLA 7022- In 2019, project activities have contributed funds (€ $2,850.00) to support laboratory capacity building. We received ZEISS Stemi 305 Compact Greenough Stereo Microscope plus Microscopy Camera (AxioCam ERc 5s Rev.2).

This laboratory capacity building has opened doors for exchange of data and information among project counterparts/participants. We have received valuable expert advice in various aspects of plastic and microplastic data gathering. Most impactful is the contribution of the stereoscope which has and continues to be used by researchers and undergraduate thesis students at the University of Belize to produce data as part of an effort to carry out a national survey of types and abundance of microplastics in beach sand.

1. **RESULTS**
2. **DIFFICULTIES AND PROBLEMS ENCOUNTERED IN IMPLEMENTING PROJECTS AND THE AGREEMENT**

Outline problems and difficulties encountered during project implementation, with emphasis on solutions.

* + - * 1. Project RLA7022- Belize requested and adhered to project RLA7022 two years into its implementation phase. As a consequence, Belize did not fully benefit and/or contribute to the project. The project built some basic capacity for one component of the project (microplastics work) through the participation in one training and receiving one piece of equipment; however, full participation and contribution to ARCAL and REMARCO requires strengthening of current capacity. This will be achieved through the newly approved RLA7025 project in which Belize will have full participation.
        2. Project RLA 5081- Not applicable thus far for Belize as the only activity Belize has participated in is a First Coordination Meeting in December 2019.

**4.**  **ANNEXES**

4.1 The country’s contribution to the programme (include the detailed account as required in the table of financial cash indicators)

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| --- | --- | --- |
| Project code and title | Project coordinator | Assessed contribution |
| RLA0059-Strengthening Regional Cooperation” | Mrs. Orla Kantun-Coleman | €2,100.00 |
| RLA7022- Strengthening Regional Monitoring and Response for Sustainable Marine and Coastal Environments | Dr. Abel Carrias | €4,950.00 |
| RLA5081-Improving Regional Testing Capabilities and Monitoring Programmes for Residues/Contaminants in Foods Using Nuclear/Isotopic and Complementary Techniques | Dr. Natalie Gibson | €300x9x2 days=€5400 |
| Total |  | €12,450.00 |

**ANNEX 4.2 – TABLE OF FINANCIAL INDICATORS FOR ASSESSING COUNTRY CONTRIBUTIONS TO THE ARCAL PROGRAMME**

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| --- | --- | --- |
| ITEM | REFERENCE VALUE | AMOUNT in € |
| 1. Experts/conference attendees sent abroad by the Agency | €300 per person per day (including travel days) | 9,600.00 |
| 1. ATCB Steering Group, ATCB working groups and focal points | €300 per person per day (including travel days) |  |
| 1. Local cost of the venues of a regional event held in the country (working group/training courses/workshops/ seminars) | €5000 per week |  |
| 1. Local costs of national events included in the activity plan | €3000 per week |  |
| 1. Fellowship holder whose local expenses are borne by the country | €3500 per fellowship holder per month |  |
| 1. Publications | Up to €3000 |  |
| 1. Database establishment and/or updating | Up to €5000 |  |
| 1. Local cost of venues ARCAL Technical Coordination Board (ATCB) sessions | €50 000 per week |  |
| 1. Shipment of reagents/radiation sources/radioisotopes/other material | Up to €5000 |  |
| 1. Services provided (e.g. irradiation of material) | Up to €5000 | 2,850.00 |
| 1. Time worked as national coordinator, with supporting team | Maximum €1500 per month |  |
| 1. Time worked as DTM | Maximum €700 per month |  |
| 1. Time worked as project coordinator | Maximum €500 per month |  |
| 1. Time worked as local specialists collaborating on projects (maximum of 3 specialists per project) | Maximum €300 per month per specialist |  |
| 1. Contributions to the implementation of each project, broken down as:    * internal/external subsistence    * internal/external transport | Maximum €7500 per project |  |
| 1. Expenditure by the country on the project (infrastructure, equipment, etc.) | Maximum €10 000 |  |
| **TOTAL** | | €12,450.00 |

**Note: Activities not included in this Table must not be taken into account.**

**2.** **Instructions on the table of financial indicators for assessing countries’ contributions to the ARCAL programme**

**Introduction**

The annual report on ARCAL in country activities is important input to knowledge of each country’s contribution to the regional project in which it participates. It is, moreover, the main source used by the IAEA to draw up the related annual report and to record total cash contributions made by participating countries, among other important issues, in order to assess the region’s total contributions to regional technical cooperation projects implemented under ARCAL.

The ATCB has approved and included in the ARCAL Manual of Procedures the format of the annual report of ARCAL country activities. The national coordinators’ annual report must contain necessary and useful information for accountability and project monitoring and development. The table of financial indicators for assessing countries’ contributions is incorporated into the structure of the report in the section containing annexes.

The table of financial indicators has been drawn up in order to standardize criteria, and monetary values are used to facilitate reporting by countries participating in ARCAL-proposed regional projects.

The ARCAL Technical Coordination Board (ATCB) agreed, at its sixteenth session, held in Rio de Janeiro, Brazil, from 18 to 21 May 2015, to request that instructions be drafted to make it easier to fill in the table of indicators; this document contains guidelines to that end.

**Purpose of the instructions**

The purpose of the instructions is to explain the importance of the table of financial indicators and the way in which it must be used to fill in each item in Annex 4 included in the format of the annual ARCAL report, in particular Annex 4.1. Resources contributed by the country to the programme.

**Procedure**

The ATCB has identified the items that relate to countries’ inputs or contributions to ARCAL projects. As other regional cooperation inputs are assessed and included as IAEA contributions, only items shown in the table of financial indicators must be included and completed.

Users will be guided through instructions on the content of the summary table, supplemented by the “Financial indicators for assessing countries’ contributions to the ARCAL programme” and the requirements set in each of its 16 sections. Only items included in the table must be covered; other activities not included in these instructions must not be taken into account.

1. **How to complete each item of countries’ ARCAL contributions in the ANNUAL COUNTRY REPORT**

**Item 1: Time worked as experts/conference attendees sent abroad by the Agency (IAEA)**

The totality of days worked by experts/conference attendees sent abroad by the Agency to perform a task outside the country must be reported in this section (this total will be shown as days worked per person, including travel days).

Reference value: €300 per person per day (including travel days).

A **maximum of €300** per day per expert/conference attendee must be entered.

Amount in €: in reporting on item 1, a maximum of €300 per day per expert/conference attendee, multiplied by the number of mission days including travel days, must be recorded.

***Example:*** *For an expert who accomplishes a one-week (5 days) mission, 7 days must be recorded, amounting to a contribution of €2100 by the country.*

**Item 2: Time worked by a member of the ATCB Steering Group, ATCB working groups and focal points (ARCAL** Technical Coordination Board (**ATCB**)

The totality of days worked during a working meeting convened by members of the Steering Group (ATCB), working groups (ATCB) and focal points must be reported in this section (this total will be shown as days worked per person including travel days).

Reference value: €300 per person per day (including travel days).

A **maximum of** **€300** per day per person (including travel days) must be entered.

Amount in **€**: in reporting on item 2, a maximum of €300 per day per member of the ATCB Steering Group/working groups and focal points, multiplied by the number of mission days including travel days, must be recorded.

***Example:*** *If a country’s representative participates in a one-week (5 days) working meeting of the ATCB Steering Group, an ATCB working group or focal point, 7 days must be recorded, amounting to a contribution of €2100 by the country.*

**Item 3: Local cost of the venue of a regional event held in the country (working group/training courses/workshops/ seminars)**

The totality of local costs of the venue of the regional event held in the country, up to a **maximum of €5000**, must be reported in this section. This amount corresponds to the total amount that must be entered as the country’s contribution to hosting the event.

Reference value: €5000 per week.

A **maximum of** **€5000** per week must be entered as costs for each venue of a regional event held in the country.

Amount in **€**: in reporting on item 3, a maximum of €5000 per working group/training course/workshop/seminar, multiplied by the number of venues, must be recorded.

**Example:** A workshop, course or seminar included in the project activity plan as a regional activity and effectively held, must be recorded by the host country as a €5000 contribution. The IAEA will recognize amounts for the participants’ travel and subsistence in the appropriate report; the country must only record an estimate for its logistical expenses in hosting the regional event.

**Item 4: Local costs of national events included in the activity plan**

The totality of local costs of national events held under the activity plan must be reported in this section. (A maximum of €3000 is recognized per national event.)

Reference value: €3000 per week.

A **maximum of** **€3000** must be entered as local costs of national events scheduled in the activity plan**.**

Amount in €: in reporting on item 4, a maximum of €3000 must be entered per national event scheduled in the activity plan.

**Example:** A national activity such as a workshop, course or seminar held in a country and scheduled in the project activity plan must be recognized as a €3000 contribution by the host country.

**Item 5: Fellowship holder whose local expenses are borne by the country**

The totality of the costs borne by the host country for a fellowship holder hosted must be recorded in this section, by reporting a maximum of €3500 per fellowship holder.

Reference value: €3500 per fellowship holder per month.

A **maximum of** **€3500** must be entered as local costs borne by the host country per fellowship holder.

Amount in €: in reporting on item 5, a maximum of €3500 per month, multiplied by the number of fellowship holders, must be recorded.

**Example:** In respect of a fellowship holder undergoing training in a research centre in a country participating in the regional project, expenses relating to subsistence, materials and inputs for the implementation of the training programme in the research centre must be recognized as a maximum overall amount of €3500.

**Item 6: Publications**

A maximum cost of €3000 per year, equivalent to total publication and printed outreach material, must be reported in this section (this total must be entered as total annual expenses on publications).

Reference value: €3000 per year.

A **maximum of** **€3000** must be entered as annual publications expenses.

Amount in €: in reporting on item 6, a maximum of €3000 per month must be entered for publications and printed outreach material.

**Example:** The country produces publications during the year for promotional, outreach and training purposes under the regional project; it must report a maximum overall amount of €3000.

**Item 7: Database establishment and updating**

The totality of expenses incurred in database updating software design and development must be reported in this section as a maximum of €5000 per year.

Reference value: €5000 per year.

A **maximum of** **€5000** must be entered as expenses for database establishment and updating per year.

Amount in €: in reporting on item 7, a maximum of €5000 per year must be entered for database establishment and updating (taken to mean database updating software design and development).

**Example:** The country establishes (design and software) and/or updates databases as part of regional project activities; it must report a maximum of €5000 per month

**Item 8: Local cost of venues for ARCAL Technical Coordination Board (ATCB) sessions**

The totality of local expenses for hosting ARCAL Technical Co-ordination Board (ATCB) sessions must be reported in this section as a maximum of €50 000 (this amount must be entered as host expenses).

Reference value: €50 000 per week.

A **maximum of** **€50 000** must be entered as host expenses.

Amount in **€**: in reporting on item 8, a maximum of €50 000 must be entered as host expenses.

**Example:** For the annual ATCB session held in a country in the region, a €50 000 contribution must be entered, covering logistical expenses, organizational costs, meals , hospitality and miscellaneous expenses incurred by the host country in holding the session. The IAEA will recognize in the appropriate report expenses for participants’ travel and subsistence: the country must therefore only record logistical expenses incurred as host of the ATCB session.

**Item 9: Shipment of reagents/radiation sources/radioisotopes/other material**

Total shipment expenses (recognized for the year) must be reported in this section.

Reference value: €5000 per year.

A **maximum of** **€5000** per year must be entered.

Amount in €: in reporting on item 9, a maximum of €5000 must be entered per year.

**Example:** For shipments of deuterium, nitrogen and other samples to a reference laboratory in a country within or outside the region, shipping, transport and other costs must be recorded in an amount not exceeding €5000 per year.

**Item 10: Services provided (e.g. irradiation of material)**

All annual expenses incurred in providing services must be reported in this section in an amount not exceeding €5000.

Reference value: €5000 per year.

A **maximum of** **€5000** per year must be entered for the provision of services.

Amount in €: in reporting on item 10, up to €5000 must be entered per year as expenses for the provision of services.

**Example:** For shipments of samples for material irradiation or equipment calibration in a reference centre or laboratory in a country within or outside the region, shipment, transport and other costs must be recorded in an amount not exceeding €5000 per year.

**Item 11: Time worked as national coordinator, with supporting team**

The time worked by the national coordinator and his/her supporting team must be reported in this section (this total must be recorded as days worked per year by the coordinator and his/her team).

Reference value: €1500 per month.

A **maximum of** **€1500** per month must be entered for the national coordinator and the supporting team.

Amount in €: in reporting on item 11, a maximum of €1500 per year, multiplied by the number of months worked as national coordinator and supporting team, must be recorded.

**Item 12: Time worked as DTM**

Time worked as DTM per month must be reported in this section (this total must be recognized as months worked by the DTM)..

Reference value: €700 per month.

A **maximum of** **€700** per month worked as DTM must be entered.

Amount in €: in reporting on item 12, a maximum of €700 per month, multiplied by the number of months worked as DTM, must be recorded.

**Item 13: Time worked as project coordinator**

Time worked as project coordinator per month must be recorded in this section (this total must be recorded as months worked as project coordinator).

Reference value: €500 per month.

A **maximum of** **€500** per month worked as project coordinator must be entered.

Amount in €: in reporting on item 13, a **maximum of** **€500** per month, multiplied by the number of months worked as project coordinator, must be recorded.

**Item 14: Time worked as local specialists collaborating on projects (maximum of 3 specialists per project)**

The totality of months worked by local specialists (maximum of 3 specialists) collaborating on the project must be recorded in this section (this total must be recorded as months worked by specialists).

Reference value: €300 per month per specialist.

A **maximum of** **€300** per local specialist (with a maximum of three specialists)) collaborating on the project must be recorded.

Amount in €: in reporting on item 14, a **maximum of** **€300** per month per specialist, multiplied by the number of months in which they collaborate on the project, must be recorded.

**Item 15: Contributions to the implementation of each project, broken down as: subsistence (internal and external) and transport (internal/external)**

All subsistence and transport expenses at home and abroad throughout the project must be recorded in this section.

Reference value: €7500 for subsistence and transport per project.

A **maximum of** **€7500** must be recorded for the duration of the project

Amount in €: in reporting on item 15, a maximum of €7500 for subsistence and transport for the entire duration of the project must be recorded.

**Item 16: Expenditure by the country on the project (infrastructure, equipment, etc.)**

The totality of the country’s expenses on the project must be recorded in this section in an amount not exceeding €10 000 per project (infrastructure, equipment, etc.).

Reference value: €10 000 per project.

A **maximum of** **€10 000** per project must be recorded as the country’s expenditure.

Amount in €: in reporting on item 16, a maximum of €10 000 must be recorded as the country’s expenditure on the project (infrastructure, equipment, etc.).