



ASHRAE
&
United Nations Environment Programme



2019-2020 Work Plan of ASHRAE-UNEP Cooperation Agreement

1. ASHRAE and UNEP, through its OzonAction Programme, signed a cooperation agreement in 2007 aiming to achieve several global environmental and technical goals within the mandate of both organizations including, but no limited to, the goals of reducing refrigerants emissions; maximizing climate benefits in selecting alternative refrigerants, building the capacities of different HVAC&R stakeholders and facilitate the transfer and adoption of suitable technologies in developing countries.
2. The agreement calls for establishing a biennial work plan to address the specific technical priorities and emerging issues. This work plan is the fifth biennial joint work plan, under ASHRAE-UNEP Cooperation Agreement, and is developed through the joint Liaison Working Group established by both sides to manage the implementation of the cooperation between both parties.
3. **The 2019-2020 Work Plan** is thematically designed under the theme of "**Refrigerant Management for Developing Economies**" where the joint program will emphasis on deploying all the developed tools and programs for sound management of refrigerants and make them available and accessible to different stakeholders in developing countries.
4. Four main goals will be the focus of the 2019-2020 workplan which are:
 1. Refrigerant Literacy
 2. Sound Management of Refrigerant
 3. Sustainable Operation and Management of RAC Installations
 4. Capacity Building Programs
5. The above goals will be implemented through multi-track programs that offers different types of activities and allow extended engagement amongst relevant stakeholders in developing countries. The five transversal types of activities:

A. Events & Functions	B. Online Tools	C. Focused Guides	D. Support Services	E. Award and Certification
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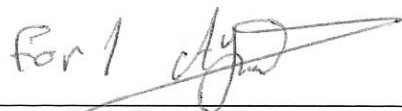
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6. Below matrix shows the outline of the 2019-2020 joint workplan and specific planned products for each goal against each type of activities:

GOAL	Events & Functions	Online Tools	Focused Guides	Support Services	Award and Certification
Refrigerants Literacy	Development of Instructor Led version of Refrigerant Literacy course	Dedicated Web Site for Access all tools	Series of Fact Sheets and quizzes using Refrigerants Literacy course	Master Trainers for F2F Literacy Sessions	Recognition and Certification Program
	Train-the-trainers Sessions for F2F Training	Online promotional campaign			
	Special F2F Sessions for use in A5 countries	Spanish Version + French Version			
Sound Management of Refrigerants	Development of Instructor Led version of Sound Management Refrigerant course	Dedicated Web Site for Access all tools (Same as above)	Series of Fact Sheets and quizzes using Sound Management Course	Master Trainers for F2F Sound Management Course Sessions	Recognition and Certification Products
	Train-the-trainers Sessions for F2F Training	Online promotional campaign			
	Special F2F Sessions, at ASHRAE Conferences, for ASHRAE Chapters in A5 countries	Latin American Spanish + African French Translation			
Sustainable Operation & Management of RAC Installations	Special sessions at ASHRAE Conferences/Events	Online version with step-by-step guide on how to implement the guide	International Guide for Sustainable O&M of RAC Installations	Master Trainers Program	Certified Individuals completed the program
	Special events at MOP/OEWG		Development of quick guides extracted from the Guide		Low-GWP Innovation Award Program.
	Promotional events at local level in A5 countries (NOUs and ASHRAE Chapters)				Certificate program for facilities and operators
Capacity Building	International High Ambient Symposium	Special Mobile App on Refrigerants designation, classification and selection against applications	Update regularly the “Refrigerants Classification and Designation” factsheet for policy makers.	Promotion Campaign on the University Course and feedback tool	Promotion of women in AC&R program by identifying ASHRAE members as role models.
	Local events in A5 countries to be led by ASHRAE Chapters in cooperation with National Ozone Units	Special Mobile App on Refrigerants and Safety Standards	Information Notes and Factsheets on flammability research and relevant standards		

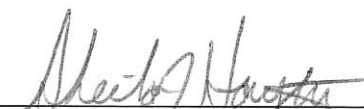
7. The above detailed matrix of suggested products and services shall have implemented within the existing programs and workplan of both partners i.e. ASHRAE and UNEP-OzonAction program without entailing unplanned fiscal impact to any partner unless mutually agreed and contracted through specific legal instrument.
8. The ASHRAE-UNEP Liaison Working Group will work in developing the operational and detailed implantation plan for each goal under this work-plan including stipulating the following elements for each goal/product:
 - a) Scope of work and ultimate outputs
 - b) Target groups and stakeholders
 - c) Final format and accessibility
 - d) Specific deliverables
 - e) Fiscal impact and source of funding
 - f) Time line of implementation and expected date of launch
 - g) Role of ASHRAE (committees/staff) vs. UNEP (team/experts)
 - h) Other partners and supporting entities
9. The official channels of communications between ASHRAE and UNEP shall be maintained through the instated ASHRAE-UNEP Liaison Working Group which shall coordinate and liaise relevant communications, collect feedback and send updates to different ASHRAE or UNEP regional teams in relation to all type of activities within this workplan
10. This workplan can be modified or amended by written agreement between both parties and as needed during the implementation period of 2019-2020 notwithstanding any internal clearance or review process of each partner.

For UNEP



Shamila Nair-Bedouelle
Head of UNEP OzonAction

For ASHRAE



Sheila Hayter
ASHRAE President