

# Oil and gas: OPRED communications

1. 4 November 2022

Stakeholder Alert – UK ETS Authority publishes response to registry data publication consultation.

2. 2 November 2022

Changes to access – ETSWAP user password policy and security questions

3. 13 October 2022

Activity Level Changes – COVID-19 communication from the UK ETS Authority

4. 27 September 2022

Reminder of Well Intervention Application (WIA) annual 2023 chemical permits process and to update Production Operations (PRA) chemical permits to include 2023 chemical use and discharge data.

5. 23 September 2022

The following is a message from the UK ETS Authority on change to the PMRV launch plan.

6. 23 August 2022

UK ETS update and ETSWAP to PMRV migration August 2022

7. 19 August 2022

PPC Monitoring Guidance Letter to Industry added

8. 29 July 2022

Government Response to the Energy Savings Opportunity Scheme (ESOS).

9. 29 July 2022

PPC Emissions monitoring plan – Letter to industry 29.07.2022

10. 12 July 2022

REMINDER for Information of Trained Oil Spill Response Personnel during 2020 – Issued 12/07/2022

11. 12 July 2022

Energy Security Bill Introduction – BEIS Secretary of State Letter to Stakeholders

12. 8 July 2022

Consultation published on behalf of the UK ETS Authority (made up of the UK Government and Devolved Administrations) relating to the publication of data on the UK ETS Registry and additional scheme date. Please find attached the consultation text outlining the UK ETS Authority's proposals and accompanying questions. Please respond by 24 July. All responses should be sent to [emissions.trading@beis.gov.uk](mailto:emissions.trading@beis.gov.uk).

13. 15 June 2022

UK ETS update – Migration from ETSWAP to the new permitting, monitoring, reporting and verification (PMRV) system for operators

14. 14 June 2022

Request for Information of Trained Oil Spill Response Personnel during 2021 Template return spreadsheet for information of Trained Oil Spill Response Personnel During 2021 request

15. 8 June 2022

Uploaded Withdrawal of OPRED incident notification telephone number – 01224 254058

16. 25 May 2022

Communications for OPRED Pollution Emergency Response uploaded

17. 3 May 2022

Reminder for EMS Annual Public Statement

18. 25 April 2022

Addition of IRS Enhancements April 2022

19. 20 April 2022

EMS Annual Public Statement 2022

20. 25 March 2022

Addition of notification advising The UK ETS Authority – made up of the UK Government, Scottish Government, Welsh Government and the Department of Agriculture, Environment and Rural Affairs for Northern Ireland who jointly run the scheme – has published a consultation on developing the UK Emissions Trading Scheme (UK ETS).

21. 22 February 2022

Addition of communication confirming OPRED Website Issues now resolved

22. 16 February 2022

Addition of communication regarding OPRED Website Issues

23. 4 February 2022

Update to OPPC Guidance and Standard Industry Conditions as a result of clarification on reporting requirements for Miscellaneous discharge streams plus update to webpage

24. 27 January 2022

Addition of 'Details on upcoming noisy activities in the Southern North Sea' communication

25. 17 January 2022

Addition of 'UK ETS general update from OPRED' communication

26. 6 January 2022

Reminder – Cessation of Out of Hours Permitting Function.

27. 23 December 2021

Addition of 'Reminder – Updating PON1s in legacy ePON1 system – Function to be withdrawn' communication

28. 17 December 2021

Addition of 'Announcement of OPRED Chief Executive and Executive Director' communication and Tom Child and Wendy Kennedy's biographies to accompany this communication

29. 17 December 2021

Addition of communication on 'The Offshore Oil and Gas Exploration, Production, Unloading and Storage (Environmental Impact Assessment) Regulations 2020'

30. 8 December 2021

Addition of Inspection of Local Aids to Navigation, Merchant Shipping Act, 1995, Section 198(1) communication

31. 1 December 2021

The EU and UK are cutting the availability of HFC's by 79% between 2015 and 2030. OPRED would like to make Operators aware of the following ban which will be imposed from 1 January 2022.

32. 29 November 2021

Updating PON1s in legacy ePON1 system – Function to be withdrawn

33. 29 November 2021

Addition of Cessation of Out of Hours Permitting Function communication

34. 11 October 2021

Addition of Annual Chemical Permit Reminder

35. 8 October 2021

Cessation of out of hours permitting function

36. 1 October 2021

The notification provides details about the recent publication of Defra's revised UK Plan for Shipments of Waste and the Government Response to the consultation on the UK Plan

37. 24 September 2021

OPEP Guidance Publication Comms.

38. 21 September 2021

Addition of OPRED response to PON1, OPPC, IRS Consultation – OGUK response document and Reminder of IRS go live date

39. 9 September 2021

IRS – General Guidance, Enhanced/Additional Features and Managing Distribution Lists Added.

40. 25 August 2021

Energy Portal – Integrated Reporting System (IRS) – Action Required, populating IRS Teams – Issued 25/08/2021

41. 19 August 2021

OPRED Communications – Energy Portal inactive OPRED applications note.

42. 6 August 2021

Addition of 'Offshore Chemicals Regulations 2002 and the Offshore Petroleum Activities (Oil Pollution Prevention and Control) Regulations 2005' communication

43. 5 August 2021

Verifier site visits update post Covid 19 published on Communications page.

44. 4 August 2021

Defra Consultation on amending the Civil Procedure Rules to establish environmental review

45. 27 July 2021

Defra Consultation on Best Practice Guidance for developing compensatory

measures in relation to Marine Protected Areas published.

46. 27 July 2021

BEIS Consultation on reforming the framework for better regulation published.  
Offshore EIA Regulations Communication – Consent for Projects published.

47. 9 July 2021

Energy Savings Opportunity Scheme Public Consultation. Register your interest to join a stakeholder event by 12 July.

48. 28 June 2021

Addition of PETS PPC SAT changes note

49. 21 June 2021

PON1, OPPC and Integrated Reporting Service Guidance Consultations published.

50. 28 May 2021

Addition of Reminder for Information of Trained Oil Spill Response Personnel during 2020

51. 17 May 2021

Reminder for EMS Annual Public Statements uploaded

52. 11 May 2021

UK ETS Authority publishes the free allocation table for 2021-2025 allocation period.

53. 5 May 2021

BEIS-OPRED NOTIFICATION TO STAKEHOLDERS – Scottish Government Consultation on a proposed UK Dolphin and Porpoise Conservation Strategy.

54. 30 April 2021

Addition of 'Request for information of Trained Oil Spill Response Personnel during 2020' and 'Template return spreadsheet for information of Trained Oil Spill Response Personnel during 2020 request'

55. 20 April 2021

OPEP Variation function in CAP – Communication to Industry 20 April 2021

56. 15 April 2021

Addition of request for EMS Annual Public Statements

57. 30 March 2021

OPRED communications page has been updated to include communication on advice notes related to the protection of wild birds in UK offshore waters.

58. 24 March 2021

Addition of 'Energy Portal – Integrated Reporting System (IRS) – Action Required' communication

59. 18 March 2021

Addition of 'Evaluation of Offshore Safety Directive Regulator (OSDR)' communication

60. 1 March 2021

Addition of 'Regulating Offshore oil and gas Installations during Coronavirus (Covid-19) Outbreak – Offshore Petroleum Regulator for Environment and Decommissioning's return to offshore inspection activity' update

61. 22 February 2021

OPRED UK ETS Update

62. 19 February 2021

Oil and gas: OPRED communications page has been updated to include communication on the protection of wild birds in UK offshore waters.

63. 20 January 2021

Defra consultation on the 'Updating of the UK Plan for Shipments of Waste'.

64. 15 January 2021

Mercury Regulations & TFSW Regulations – Notification to Offshore Operators

65. 8 January 2021

Addition of 'Regulating Offshore oil and gas Installations during Coronavirus (Covid-19) Outbreak. UK and Scottish Government 04 January 2021 announcement of change to lockdown measures – update 07 January 2021'

66. 22 December 2020

Update on EU ETS transition to a UK ETS.

67. 16 December 2020

The Offshore Oil and Gas Exploration, Production, Unloading and Storage (Environmental Impact Assessment) Regulations 2020 – Transitional Provisions & PETS Changes

68. 14 December 2020

RBA Programme Update added

69. 10 December 2020

Notification to Stakeholder regarding The Offshore Oil and Gas (EIA) Regulations (2020)

70. 25 November 2020

Informal Consultation of the UK ETS Civil Penalties Guidance Document and OPRED Notification to the Oil and Gas Industry UKETS Civil Penalties Guidance

71. 25 November 2020

UK Energy Portal will be unavailable from 6pm on Friday 27th November until 9am on Monday 30th November for extended maintenance.

72. 23 November 2020

OSPAR Annual Reporting on the Phase-out of Hazardous Substances – Issued 23/11/2020

73. 17 November 2020

Potential Met Office telephone system outage – Saturday 21st November

74. 13 October 2020

PRA 2021 chemical data and Annual WIA permits

75. 8 October 2020

OPRED EU ETS Transition update Operator Requirements October 2020

76. 6 October 2020

Regulating Offshore oil and gas Installations during the Coronavirus (Covid-19) Outbreak – Offshore Petroleum Regulator for Environment and Decommissioning's return to offshore inspection activity

77. 14 August 2020

Addition of Reminder for Information of Trained Oil Spill Response Personnel during 2019

78. 24 July 2020

Offshore EIA Regulations 2020

79. 23 July 2020

Proposed Offshore Chemicals and the Offshore Petroleum Activities (Oil Pollution Prevention and Control) (Coronavirus) (Amendment) Regulations 2020 Consultation

80. 8 July 2020

Addition of EIA Pre-consultation Engagement document

81. 19 June 2020

OPRED position published on offshore site visits by verifiers during the Coronavirus Outbreak 2020.

82. 17 June 2020

Addition of 'Request for information of Trained Oil Spill Response Personnel during 2019' and template return spreadsheet

83. 3 June 2020

Publication of Guidance for assessing the significance of noise disturbance against Conservation Objectives of harbour porpoise SACs

84. 2 June 2020

Future of UK carbon pricing consultation response

85. 19 May 2020

Addition of reminders for EMS Annual Statement and Transfrontier Shipment of Waste Returns

86. 15 May 2020

Covid19 Update

87. 11 May 2020

Addition of Request for Mercury Regulations Returns and corresponding reporting form

88. 23 April 2020

Addition of 'EIA Regulations – Coronavirus Amendment' notification

89. 22 April 2020

Transfrontier Shipment of Waste Return communication updated and return form added

90. 22 April 2020

Addition of 'Request for Transfrontier Shipment of Waste Return'

91. 17 April 2020

Addition of Covid19 Position Update

92. 9 April 2020



Addition of Request for EMS Annual Public Statement

93. 8 April 2020

New communication added

94. 3 April 2020

New communication added

95. 31 March 2020

Addition of new communication

96. 20 March 2020

Addition of 'The Impacts of Covid-19' communications

97. 17 March 2020

New communication added

98. 6 March 2020

Addition of notification

99. 14 February 2020

New communication added

100. 11 February 2020

New communication added

101. 6 February 2020

Addition of Noise Guidance Consultation Notification

102. 3 February 2020

First published.

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## **[UK's first district heating scheme using mine water energy now in development](#)**

The Seaham Garden Village development will consist of 750 affordable homes,

750 private homes, a school, shops, and medical and innovation centres.

The scheme is close to existing commercial buildings, a supermarket and the coastal village of Seaham, with a population of around 21,000.

The new development will be supplied with geothermal heat from the Coal Authority's nearby [Dawdon mine water treatment scheme](#), which treats water abstracted from an extensive network of flooded abandoned coal mines in the area.

Mine heat can be an energy source that is unaffected by external factors, meaning it has a stable price and is not subject to future variations or rises in energy prices.

It is a renewable energy source that also has the potential to have a zero carbon footprint.

The Coal Authority, a government body, is committed to creating a better future from the UK's mining past, including managing many mine water treatment schemes across Britain. It estimates there could be enough energy in the UK's flooded, abandoned mines to heat all of the homes on the coalfields.

With one quarter of UK homes and businesses sited on former coalfields, mine water energy could be seen as crucial to when it comes to solving the Britain's energy crisis, with Seaham Garden Village potentially the first of many similar schemes.

Jeremy Crooks, Head of Innovation at the Coal Authority, said:

Heat from abandoned coal mines is an innovative and practical solution to one of the big challenges facing the economy – decarbonising our heating supplies

There would be wider benefits to this sustainable energy source too, as it would also attract new investment, create employment and deliver lower fuel bills to Seaham Garden Village and to other district heating schemes to be built on the coalfields.

The abandoned coal mines in the UK present an enormous opportunity to us as a source of geothermal energy.

Water in the mines is heated by geological processes, and remains stable year-round. This constantly renewing available, zero-carbon heat resource, can be transferred to a pipe network using a heat exchanger and distributed to nearby homes, and the Seaham Garden Village development will be the first working example of this

network.

The scheme – the result of a collaboration between the Coal Authority, Tolent Construction and Durham County Council – is also unusual in that it does not use metal pipes, due to the lower temperatures involved.

The method of delivery is much cheaper than district heating schemes using higher temperatures, where metal piping is essential and has greater temperature losses, making networks such as Seaham Garden Village much more viable than most district heating schemes.

An artist's impression of the Seaham Garden Village development

Notably, when mine water has recovered nearer to the surface it can be cheaper than public supply gas and is ideally suited to district heating, commercial space heating and horticultural use. Mr Crooks said:

The construction of Seaham Garden Village has huge implications for the future of energy in the UK, and could lead to the building of district heating schemes, heated commercial spaces and undercover horticultural facilities in coalfield areas.

This breakthrough is also important when we consider the impact of climate change, and the steps the UK is taking in order to reduce its carbon footprint as we move into an era of climate change awareness. Mr Crooks said:

Mine water energy has the potential to be an important, sustainable source of energy for the UK, whilst also providing many commercial benefits.

Mine water energy is very much a viable solution when looking to help resolve Britain's future energy crisis.

It is conceivable that former coalfield communities will be revitalised in the process. Along with this new, cheaper energy source also come potential employment opportunities.

According to a recent report commissioned by Sheffield Hallam University, the employment rate on the coalfields is more than two percentage points behind the national average and five percentage points behind the rate in South East England.

This technology could make coalfield areas more attractive to investors and businesses, reviving some areas of the UK where it is most needed. Mr Crooks said:

The Coal Authority is using its extensive expertise in managing mines and working with a range of partners to make these ideas a reality.

There is an irony in that that Britain's coal mines could form a part of an important green solution to resolving the country's future energy crisis.

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## Government relaunches Fire Kills campaign

The [Fire Kills campaign](#) has returned to highlight the everyday accidents that can cause a fire in your home.

Launching today, the revamped campaign will highlight that candles, cigarettes, portable heaters and overloaded extension leads can lead to fires in any room of a home.

While the majority (90%) of homes now have at least 1 working smoke alarm, 23% of people say they never test them.

Minister for Crime, Policing and the Fire Service Kit Malthouse said:

It's easy to make mistakes. Being alert to hazards after a long day at work, or with distractions at home is never easy.

This is why this campaign is so important – it reminds us of how we can prevent the unthinkable.

At the very least, if you do nothing else, please buy smoke alarms for your home so you and yours can sleep easy.

The campaign, developed with the help of the National Fire Chiefs Council also urges the public to test their smoke alarms at least once a month. The campaign is also partnering with other organisations, including Dementia UK and retailer B&Q, to help spread the message.

Home Office analysis has found you are around 8 times more likely to die in a fire if you do not have a working smoke alarm in your home. Existing research also indicates that some people are more at risk of fire than others, such as older people and people with disabilities.

Susan Drayton, Clinical Lead of the Admiral Nurse Dementia Helpline at Dementia UK:

We are pleased to be a part of this campaign which will help to raise awareness of fire risks to some of the most vulnerable people in society. In cases where people have been diagnosed with dementia, loss of memory could cause food to be left on the stove for too long, for example. Sensory and spatial awareness may change too leaving people with the dementia unaware of fire hazards, or not realising that a fire has started in the first place.

Whilst installing a smoke alarm can help to mitigate against these risks, people and families with dementia can also contact their local fire service who can provide a free home fire safety visit to identify any hazards.

The latest Home Office analysis of fires has also found that most accidental fires start with cooking appliances (48%), for example, by something flammable being left too close to the cooker, such as a tea towel.

To support Fire Kills, B&Q will be providing dedicated spaces in its stores for selling smoke alarms, which will highlight the campaign. [B&Q will also be linking customers to Home Office advice on its website](#) and encouraging staff to share this guidance with customers.

A B&Q spokesperson said:

We're pleased to be part of the Home Office's Fire Kills campaign for 2020. Alongside the Home Office, we want to encourage customers to ensure that essential measures such as working smoke alarms and regular alarm testing are put in place to keep their home safe.

It is recommended that smoke alarms are fitted on every floor of your home and tested at least once a month.

Neil Odin, Chair of the National Fire Chiefs Council National Prevention Committee, said:

NFCC has worked closely with the Home Office on the Fire Kills campaign. We believe every home should have at least 1 working smoke alarm on every level, which are regularly tested – no home should be unprotected.

It is essential people are aware of fire risks in their home and we encourage people to fit smoke alarms in the rooms they use most. They should also take preventative measures to keep themselves and their families safe. This includes being aware of household risks such as electrical items, candles and white goods, and make sure

they plan an escape route which is practised with people living within the home.

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## Record breaking 10.4 million customers filed online

A record breaking 11.1 million taxpayers made their contribution to the UK's public services by hitting the 31 January deadline.

The number filing online soared to more than 10.4 million for the first time ever.

About 11.7 million customers were required to file their 2018 to 2019 tax returns by 11.59pm on 31 January. More than 700,000 submitted their tax returns on deadline day, the peak hour for filing was between 4pm to 4:59pm when 56,969 filed.

Thousands of customers filed their tax returns at the last minute, with 26,562 completing their returns from 11pm to 11:59pm on Friday 31 January 2020.

Angela MacDonald, HMRC's Director General for Customer Services, said:

It's great to see that the majority of customers have submitted and paid their tax returns before 31 January.

While few people enjoy the process it's good to get it out the way and know you have contributed towards our vital public services. I'd like to thank everyone who filed and paid on time, but anyone yet to file or pay should contact HMRC straight away because we are here to help.

Customers who have missed the deadline should contact HMRC. The department will treat those with genuine excuses leniently, as it focuses penalties on those who persistently fail to complete their tax returns and deliberate tax evaders. The excuse must be genuine and HMRC may ask for evidence.

Self Assessment 2020 facts summary:

- 11.7 million Self Assessment returns due
- 11,122,967 returns received by 31 January. This includes expected returns, unsolicited returns and late registrations
- 10,760,043 expected returns received by 31 January (91.82% of returns expected)

- 362,924 unsolicited returns/late registrations (3.26%)
- 958,296 taxpayers missed the deadline (8.18%)
- 702,171 taxpayers filed their returns on 31 January, peak filing hour was 4pm to 4:59pm (56,969 returns received)
- 10,450,542 returns were filed online (93.95% of total filed)
- HMRC has changed the methodology of presenting Self Assessment data that aligns with legislative changes (12 February 2019) which clarify treatment of voluntary (Unsolicited) Self Assessment Returns.

Comparisons to last year are presented using the new methodology.

Self Assessment 2019 summary:

- 11.56 million Self Assessment returns due
- 10,833,177 returns received by 31 January. This includes expected returns, unsolicited returns and late registrations
- 10,468,177 expected returns received by 31 January (90.52% of returns expected)
- 365,000 unsolicited returns/late registrations (3.36%)
- 1,096,186 taxpayers missed the deadline (9.48%)

## Penalties for tax returns

The penalties for late tax returns are:

- an initial £100 fixed penalty, which applies even if there is no tax to pay, or if the tax due is paid on time
- after 3 months, additional daily penalties of £10 per day may be charged, up to a maximum of £900
- after 6 months, a further penalty of 5% of the tax due or £300, whichever is greater
- after 12 months, another 5% or £300 charge, whichever is greater
- there are also additional penalties for paying late of 5% of the tax unpaid at 30 days, 6 months and 12 months

Self Assessment guidance is available at –  
<https://www.gov.uk/self-assessment-tax-returns>.

## Background

Tax is automatically deducted from the majority of UK taxpayers' wages, pensions or savings. For people or businesses where tax is not automatically deducted, or when they may have earned additional untaxed income, they are required to complete a Self Assessment tax return each year.

Be aware of copycat websites and phishing scams – always type in the full online address <http://www.gov.uk/hmrc> to obtain the correct link to file your Self Assessment return online securely and free of charge.

HMRC uses your home address to determine whether you should be paying UK or Welsh/Scottish Rate of Income Tax, make sure yours is up to date by accessing your Personal Tax Account or <https://www.gov.uk/tell-hmrc-change-of-details>.

Customers can also register for HMRC's help and support email service at <https://www.gov.uk/government/collections/hmrc-webinars-email-alerts-and-videos> or by going to GOV.UK and searching 'HMRC videos, webinars and email alerts'.

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## **British Embassy Guatemala City: call for proposals 2020/2021**

### **Call for Bids**

This year, the British Embassy is seeking to support projects and activities up to \$15,000 in Guatemala and Honduras that deliver real, measurable outcomes in support of development in both countries. All expenditures must qualify as Official Development Assistance (ODA), as defined by the Development Assistance Committee (DAC) of the Organisation for Economic Cooperation and Development (OECD) and have the promotion of economic development and welfare of the people of Guatemala and/or Honduras as the main objective. We are particularly interested in projects/activities proposals focused on the following thematic areas of work:

#### **Climate Change**

Projects aiming to reduce vulnerability of human or natural systems to the impacts of climate change and climate-related risks in Guatemala and/or Honduras through education, training, and public awareness-raising, and other initiatives related to the causes and impacts of climate change. Proposals linked to COP26 (UN Climate Change Summit) are welcomed.

#### **Human Rights & Democracy**

In particular, strengthening democratic governance and rule of law; increasing participation of women in politics; increasing equality and reducing violence and discrimination against women and vulnerable groups; promoting girls education; tackling modern slavery; and strengthening freedom of press.

#### **Economic Growth and Improving Business Environment**

In particular, business and human rights (implementing UN guiding principles); strengthening and facilitating the delivery of infrastructure, including the modality of Public-Private Projects (PPPs); increasing accountability and transparency in key economic sectors or institutions; supporting reforms and implementation of policies aimed at promoting conditions for open markets and improving the business environment, such as, but not limited to promoting competitiveness, streamlining processes to



facilitate trade, tackling bureaucracy, and reducing the potential for illicit trade.

## **Illegal Wild Life Trade**

In particular, efforts to raise awareness, prevent, and tackle illegal wild life trade. Such as, but not limited to capacity building opportunities for key stakeholders; the implementation of best practices and experiences; and/or attendance to relevant seminar opportunities abroad.

## **Disaster Risk Preparedness**

In particular, projects aiming to strengthen disaster risk prevention and preparedness (capacity building) or public awareness raising related to the causes and impacts of climate change and/or disasters.

## **Beyond Plastics**

In particular, projects aiming to reduce and raise awareness of single use plastic. Including, but not limited to public campaigns and events; school teaching and raising awareness of pollution and climate change impact from single use plastic; and production of marketing and audiovisual materials in support of awareness campaigns.

**Kindly note separate guidance for projects and one-off interventions. For projects between the equivalent of \$8,000 – \$15,000 please submit the Project Bid Form. For one-off interventions and/or activities below the equivalent to \$8,000 please submit the Activity Bid Form.**

## **Project bid guidance**

- projects are funded under a reimbursement scheme for a single financial year running from 1 April 2020 to 28 February 2021, with no expectations of continued funding beyond this period
- projects must be completed by 31 December 2020. Projects with a completion date of 28 February 2020 will be considered as long as 85% of the budget is executed by 1 December 2020
- minimum project budget limit equivalent to \$8,000
- maximum project budget limit equivalent to \$15,000
- please note that in the past, most bids approved were typically below the equivalent to \$9,000

## **Project assessment**

Project bids will be assessed against the following criteria:

- alignment with the above mentioned priorities and outcomes
- achievable outcomes within the funding period and sustainability after the funding ends

- clear project design which includes monitoring and evaluation procedures
- identified risks and planned mitigation
- the organisation's safeguarding policies that ensure protection of beneficiaries
- demonstrated value for money in the activity based budget
- administration costs for delivering a project must not exceed 10% of the total project budget

## **One-off interventions and/or activities bid guidance**

- activity is a one-off intervention (not fully developed project) that will take place at a specific time in the financial year, with no expectations of continued funding beyond this period. See Frequently Asked Questions document for examples
- maximum activity budget limit equivalent to \$8,000

## **One-off interventions and/ or activity assessment guidance**

Activity bids will be assessed against the following criteria:

- alignment with the above mentioned priorities and outcomes
- achievable outcomes within the funding period
- clear project design which includes evaluation procedures
- identified risks and planned mitigation
- the organisation's safeguarding policies that ensure protection of beneficiaries
- overall value for money

## **Process to apply:**

- ensure that the activity based budget and project/activity is in the same currency as the bank account where funds reimbursements are to be received. Utilise the Excel template provided below
- proposals must be received by 23:55 (Guatemala time) on 29 March 2020. All proposals received in a format different to the one requested, in a language other than English, and submitted after the set date and time will not be considered
- proposals must be submitted to: [Projects.GTHN@fco.gov.uk](mailto:Projects.GTHN@fco.gov.uk). In subject include: FCO Programme Funds 2020-2021, followed by the name of your organisation, and by the country where your organisation is based (Guatemala or Honduras): "FCO Programme Funds 2020-2021 – [Name of Organisation] – [Country]"
- proposals selected for further consideration will be notified by 8th May 2020
- the British Embassy in Guatemala City aims to sign grant agreements with successful implementers by 31st May 2020 and to begin activities by June 2020
- due to the high number of bids we receive, we are unable to provide

detailed feedback to unsuccessful bids

## **Additional information and documentation**

All implementers will be expected to sign a standard FCO contract or grant agreement with the Embassy. The terms of the contract or agreement are not negotiable.

### **Direct any queries to:**

[Projects.GTHN@fco.gov.uk](mailto:Projects.GTHN@fco.gov.uk)