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**REPORT OF THE EXPERT PANEL
FOR TECHNICAL APPRAISAL OF ITTO PROJECT PROPOSALS**

**Forty-Sixth Meeting
29 July – 2 August 2013, Yokohama, Japan**

**REPORT OF THE EXPERT PANEL FOR THE
TECHNICAL APPRAISAL OF ITTO PROJECT PROPOSALS
(Expert Panel)
REPORT OF THE FORTY-SIXTH MEETING**

1. TERMS OF REFERENCE

- 1.1 The Expert Panel worked in accordance with the Terms of Reference attached, see **Appendix I**. Furthermore it has been guided by the endorsement of the Council at its 40th Session of Document ITTC (XL)/5 and, in particular the authorization contained in paragraph 7, to apply the “Revised ITTO System for Technical Appraisal of Project and Pre-project Proposals”. The Forty-sixth Panel appraised the proposals and classified them according to categories listed in **Appendix II** applying the current consolidated version of the scoring system summarized in **Appendix V** and **Appendix VI**.

2. PANEL MEMBERSHIP

- 2.1 The Forty-sixth Expert Panel was attended by members listed in **Appendix IV**. Mr. Mario Rafael Rodriguez Palma (Guatemala) chaired the meeting.

3. APPRAISAL PROCEDURES AND CRITERIA

- 3.1 In accordance with past practice, each project or pre-project proposal was introduced by two Panel members (one from a Producer country and one from a Consumer country). After that the Panel held an open discussion and finally concluded its assessment by taking a consensus decision on the category of each project or pre-project in accordance with terms contained in **Appendix II**. Furthermore, it applied the criteria for assessment contained in the third edition of the ITTO Manual for Project Formulation. In cases where proposals were submitted to the Panel as revised project or pre-project (Rev.1 or Rev.2), the Panel first referred to the overall and specific recommendations made by the earlier Panel(s) to assess if these recommendations had been adequately addressed.
- 3.2 The procedures, aspects and guidelines applied by the Panel to appraise project and pre-project proposals are laid down in the Terms of Reference of the Expert Panel for the Technical Appraisal of ITTO Project Proposals (**Appendix I**).
- 3.3 In cases where a project or pre-project proposal was submitted to the Panel that had already been subject to two revisions by prior Panel sessions (Rev.2 documents) the Panel had to follow Council’s Decision 3(XXXVII) that projects may only be assessed three times and that such Rev.2 projects would either have to (a) qualify by obtaining category 1 (to be commended to the Committee); or (b) in case it does not qualify for a category 1, it could not be commended to the Committee.

4. APPRAISAL AND ASSESSMENT CARRIED OUT

- 4.1 Thirty-four (34) projects and eight (8) pre-projects (total of 42) proposals were received for appraisal by the Forty-sixth Expert Panel. The overall list of 42 Project/Pre-project proposals reviewed by the Expert Panel and the category of decision allocated to each proposal is presented in **Appendix III**. The procedures and criteria applied for the assessment have been specified above in section 3.
- 4.2 The ITTO Secretariat allocated the Project and Pre-project proposals in three blocks so that the Panel could deal with all proposals related to Reforestation and Forest Management (30), then with those related to Economic Information and Market Intelligence (4) and finally with those related to Forest Industry (8). This arrangement facilitated the appraisal as well as the formulation of the overall assessment and specific recommendations for each proposal listed in **Annex III** of this report.
- 4.3 The assistance provided by the ITTO Secretariat in addressing previous deliberations and necessary background information on each Project/Pre-project was extremely useful for adequate work of the panel before it could finalize its evaluations and recommendations.
- 4.4 In following-up the meetings’ results, the Panel requested the Secretariat to provide the following information and documents to all countries who have submitted proposals:

- The Overall Assessment and Specific Recommendations on each proposal submitted by the country (**Annex**);
 - General findings and final categories commended by this Panel (section 5 and **Appendix III** of this report).
- 4.5 General findings and recommendations of the Forty-sixth Expert Panel, as derived from the appraisal of all 42 proposals, are listed in section 5.
- 4.6 The Panel heartily appreciated the willingness of the Secretariat to work effectively for very long hours whereby full deliberation of the 42 proposals and the success of this Forty-sixth Panel were made possible.

5. GENERAL FINDINGS AND RECOMMENDATIONS

Finding n°1: The Panel noted that the **quality** of the proposals was **unequal** which is reflected by the fact that:

- ten (10) proposals: 8 projects and 2 pre-projects proposals (24 percent of the total) received a category 4, indicating that the Expert Panel does not commend these to the Committee for approval as they require complete reformulation;
- sixteen (16) proposals: 2 pre-projects and 14 projects proposals (38 percent of the total) will be sent back to proponents for essential revisions, rated as category 2;
- one (1) project proposal (2 percent of the total) received a category 3, indicating that the project requires a pre-project to better formulate a new proposal;
- fifteen (15) project proposals: 4 pre-projects and 11 projects proposals (36 percent of total) were commended to the Committee for final appraisal with minor modifications required (category 1), eight (8) were new projects and seven (7) were revised submissions.

See paragraph 7, pie chart "*proposals by category*".

Besides, the Panel also noted the **high share of projects dealing with reforestation and forest management** (RFM), namely 71%, see next chart.

It is to be noted that **around half of the proposals which received a category 1 had been previously revised** (proposals that had received a category 2 at previous expert panels). This accounts for the relatively higher share of category 1 proposals in comparison with previous expert panels.

Finding n°2: Some project proposals dealt with rather innovative ideas, including (1) novel approaches to poverty alleviation through projects integrating traditional forest management with NTFP production, (2) involving women in project activities, (3) forestry activities in peri-urban areas, or (4) the mitigation of mining impacts in forest areas.

Finding n°3: The panel noted that a number of proposals mention elements such as "climate change," "REDD," and "communities and livelihoods," but their actual participation in the project is not stipulated. If referenced in the project title or summary, these elements need to be fully incorporated in project outputs and activities. In particular, several proposals specifically addressing REDD did not include adequate technical background (carbon accounting procedures, for example) needed as a foundation for REDD activities.

Findings n°4: A number of project proposals charge a **high share of personnel costs to ITTO**. Indeed costs for international consultants, sub contracts, and capital items (e.g. vehicles) often appeared to be unjustified.

Finding n°5: The panel noted that a number of proposals could benefit from further use of the **ITTO guidelines** in their proposals (e.g. those on forest management, restoration, etc). Where possible, these guidelines should be explicitly referenced in project proposals.

Finding n°6: A number of proposals failed to adequately reference and incorporate previous projects and related experiences relevant to the project proposals.

Finding n°7: In a number of proposals, the indicators associated with the specific objective and project outputs remained vague and poorly related to an explicit baseline.

Finding n°8: The panel noted that many proposals do not adequately address the environmental sustainability and impacts of project outputs and activities.

Finding n°9: A failure to address project sustainability after completion was a common problem.

Finding n°10: In the stakeholder analysis section many proposals simply supplied a table identifying key stakeholders. The panel noted that this was not equivalent to a true stakeholder analysis nor plan for stakeholder engagement, elements that are essential to a sound stakeholder analysis. Additionally, a number of proposals identified the executing agency as a primary stakeholder.

Recommendations:

For the Secretariat:

1. The panel felt that the decision categories available to the panel were too restrictive, there fore suggests that category 3 be modified to allow for requiring either a project reformulation *or* a pre-project proposal for preparation of a full project. Category 4 would be applied for Rev. 2 proposals or proposals that do not meet ITTO objectives.
2. In cases where key proposal elements are absent or procedural issues preclude the ability of the panel to assess a given proposal, the Secretariat should screen said proposals and eliminate them from panel consideration.
3. The panel recognizes that formulating proposals in accordance with the ITTO Manual for Project Formulation is a complex process. The Secretariat should put more effort in training and related assistance, and strategies to strengthen the relationships between ITTO, country focal points, regional officers and project proponents with the aim of producing strong project proposals. In general, the network of individuals and institutions surrounding project formulation and implementation should be strengthened to the greatest extent possible.
4. In the case of rev 1 & 2 proposals, the original proposals (and translated) should be made available to the panel.
5. Translated project proposals need to be delivered to panel members in a timely fashion prior to panel sessions. The Panel understands that sometimes this is not possible but notes that the lack of early delivery of translated proposals creates considerable burdens for panel members.
6. The secretariate could consider initiating a survey of proponent countries as to their experience with using the ITTO project formulation manual and their need for training.

For the Expert Panel:

1. The chairman of the expert panel needs to follow up on recommendations to the secretariate and expert panel.
2. At the beginning of each EP session the panel should review the specific recommendations and findings from the previous EP report.
3. Reviewers should jointly sign-off on final recommendation sheets after consulting between themselves.

For the project proponents:

1. When mentioning topics such as “women’s groups,” “climate change” and “community and livelihoods” in project titles and briefs, proponents should be sure to adequately address them in the main body of the proposal (ref General Finding n°3 above).

2. The panel noted that certain innovative projects were challenging to assess in regards to conformity with ITTO objectives. Careful attention to establishing conformity with ITTO objectives needs to be addressed in these types of project proposals (ref General Finding n°4 above).
3. Where possible, ITTO guidelines (e.g. those on forest management, restoration, etc) should be explicitly referenced in project proposals (ref General Finding n°5 above).
4. Where previously completed projects and submitted project proposals are directly relevant to the proposal in question, they should be explicitly referenced and described in the proposal (ref General Finding n°6 above).
5. To the extent possible, indicators should be SMART (Specific, Measurable, Appropriate, Realistic, and Time-bound) (ref General Finding n°7 above).
6. Where environmental impacts are anticipated, environmental sustainability and impacts need to be adequately addressed (ref General Finding n°8 above).
7. Project sustainability should be fully addressed in section 3.5.2 of project proposals with the inclusion of institutional, financial, political, and social aspects of the project (ref General Finding n°9 above).
8. In the stakeholder analysis section, project proponents need to provide textual explanations regarding stakeholder characteristics, participation of stakeholders in proposal formulation, and plans for engagement in project implementation. The stakeholder analysis table is not sufficient by itself. (ref finding n° 10 above).
9. Executing agencies should not be listed as primary stakeholders (ref General Finding n°10 above).
10. In the case of revised proposals, the proponents should include the full text of the previous panel's assessment, not just the specific recommendations, and consider the overall assessment in the proposal revision process.
11. Proponets are reminded to carefully consult and follow the manual in project proposal formulation.
12. Where appropriate, proponents should address the question of gender in the stakeholder analysis and output indicators in terms of women's participation and access to project benefits.

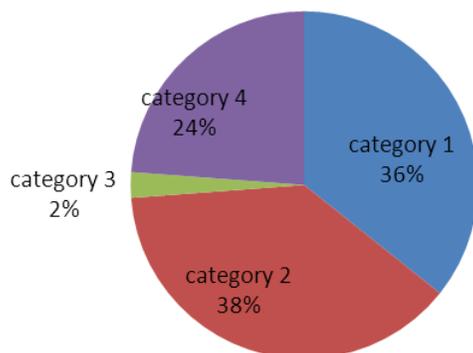
6. EXPERIENCE FROM APPLICATION OF THE APPRAISAL SYSTEM

As already pointed out by the report of the 39th session of the EP, the use of the appraisal system (Appendix V and VI) became standard procedure.

7. PANEL DECISIONS ON PROJECT AND PRE-PROJECT PROPOSALS

The Panel's decisions are listed in **Appendix III**, in accordance with established practice. Proposals classified by category, by regions, by committee areas and by submitting countries are summarised in the following tables and charts:

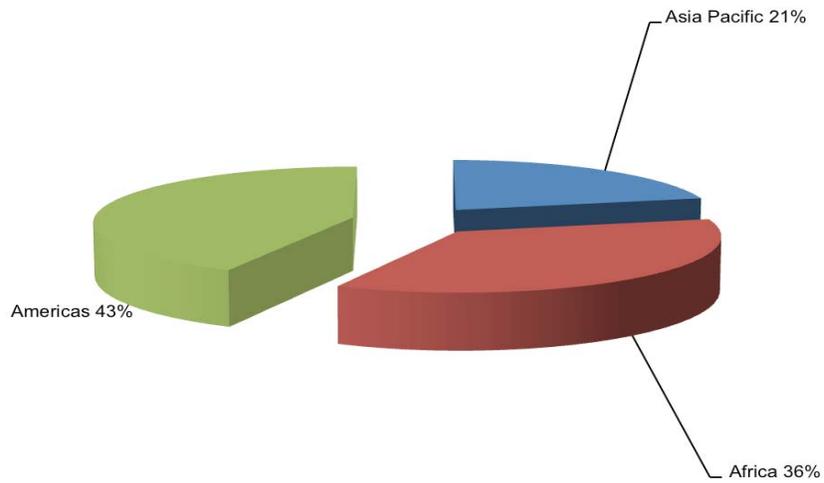
Decision of the 46th Expert Panel on Project and Pre-project proposals (number of proposals by category)



Summary of Project and Pre-project proposals submitted to the Forty-sixth Expert Panel by Region

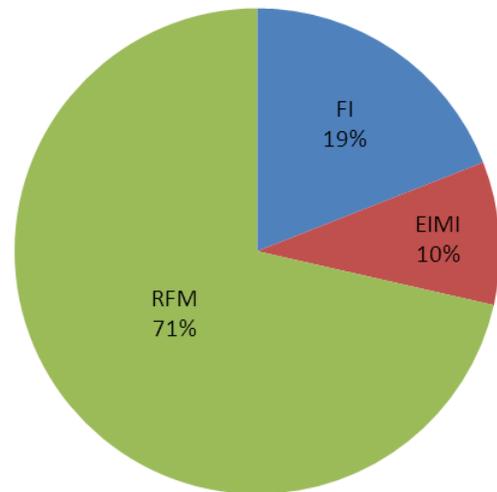
Region	Project Proposals				Pre-project Proposals				Total
	RFM	FI	EIMI	Total	RFM	FI	EIMI	Total	
<i>Americas</i>	9	3	2	14	1	2	1	4	18
<i>Asia Pacific</i>	7	2	-	9	-	-	-	-	9
<i>Africa</i>	9	1	1	11	4	-	-	4	15
Total	25	6	3	34	5	2	1	8	42

RFM = Reforestation and Forest Management
 FI = Forest Industry
 EIMI = Economic Information and Market Intelligence



Decisions of the 46th Expert Panel on Project and Pre-project proposals by Committee Area

Category	Committee			Total
	RFM	FI	EIMI	
<i>Projects</i>				
1	7	3	1	11
2	11	3	-	14
3	1	-	-	1
4	6		2	8
Total	25	6	3	34
<i>Pre-projects</i>				
1	2	2	-	4
2	2	-	-	2
4	1	-	1	2
Total	5	2	1	8



Decisions of the 46th Expert Panel on Project and Pre-project proposals by Submitting Country

Country	Category				Total
	1	2	3	4	
Benin	1	-	-	-	1
Cambodia	-	-	-	1	1
Cameroon	(1)	(2) +1	-	1	5
Côte d'Ivoire	1	1	-	-	2
Ecuador	-	-	1	-	1
Fiji	1	-	-	-	1
Ghana	3	2	-	-	5
Guatemala	1	4	-	1	6
Honduras	-	-	-	2	2
Indonesia	1	3	-	1	5
Liberia	-	-	-	1	1
Malaysia	1	-	-	-	1
Mexico	(2)	2	-	(2)	6
Myanmar	1	-	-		1
Panama	-	-	-	1	1
Peru	1	1	-	-	2
Togo	(1)	-	-	-	1
Total	(4)+11	(2)+14	1	(2)+8	42

Note: Parenthesis indicates pre-project.

APPENDIX I

TERMS OF REFERENCE OF THE EXPERT PANEL FOR THE TECHNICAL APPRAISAL OF ITTO PROJECT PROPOSALS

The Panel shall:

- (i) Assess new Project and Pre-project proposals submitted to the organization. The recommendations for amendments to these proposals shall be made by the Expert Panel exclusively for the purpose of ensuring their technical soundness;
- (ii) Screen the Project proposals for their relevance to ITTO's Action Plan and Work Programs (in the areas of Economic Information and Market Intelligence, Reforestation and Forest Management, and Forest Industry), and consistency with ITTO decisions and policy guidelines, but not otherwise prioritize them;
- (iii) Where reformulation involving major amendments is recommended, request to carry out a final appraisal of the revised versions of Project and Pre-project proposals, prior to their presentation to the relevant ITTO Committees;
- (iv) Report on the results of the technical assessment of Project and Pre-project proposals to submitting governments and to the ITTO Council and Committees, through the ITTO Secretariat;
- (v) The Expert Panel shall take into consideration previous Expert Panels' reports.

The Expert Panel, in assessing Projects and Pre-projects, shall also take into account:

- (a) their relevance to the objectives of the ITTA, 2006 and the requirement that a Project or Pre-project should contribute to the achievement of one or more of the Agreement objectives;
- (b) their environmental and social effects;
- (c) their economic effects;
- (d) their cost effectiveness;
- (e) the need to avoid duplication of efforts;
- (f) if applicable, their relationship and integration with ITTO policy work and their consistency with the ITTO Action Plan 2008-2011 including:
 - ITTO Guidelines for Sustainable Management of Natural Tropical Forests, 1990;
 - Guidelines for the Establishment and Sustainable Management of Planted Tropical Production Forests, 1993;
 - Guidelines for the Conservation of Biological Diversity in Tropical Production Forests, 1993;
 - ITTO Guidelines on Fire Management in Tropical Forests, 1996;
 - ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests, 2002; and
 - ITTO Mangrove Work Plan 2002-2006.

APPENDIX II

Rating Categories of the ITTO System for Technical Appraisal of Project and Pre-project Proposals

Rating schedule for Project proposals

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

Category 2: The Panel concluded that the proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised proposal before it can commend it to the Committee.

Category 3: The Panel concluded that the proposal is not accepted because a Pre-project proposal is required. According to the indication of the Panel the Pre-project shall (a) be submitted to the Expert Panel for appraisal or (b) could be directly submitted to the Committee for appraisal.

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the Project proposal. Justification should be given to the proponent and the Committee (e.g. complete reformulation is necessary; in case of rev.2 Project proposals; Project not relevant; Project with insufficient information, etc.)

Rating schedule for Pre-project proposals

Category 1: The Panel concluded that the proposal could be commended to the Committee with the incorporation of amendments.

Category 2: The Panel concluded that the proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised proposal before it can commend it to the Committee.

Category 4: The Panel concluded that the Pre-project proposal is not commended to the Committee. The proposal is submitted with the recommendation not to approve the Pre-project proposal.

APPENDIX III
List of Project and Pre-project Proposals reviewed by the
Forty-sixth Expert Panel

Project No.	Title	Country	Category
PPD 166/13 Rev.1 (F)	Improving the Fuel Wood Supply Through the Provision of Support to the Development of Forest Plantations in the Mokolo, Maroua and Kaelé Municipalities in the Sahelian Part of Cameroon	Cameroon	1
PD 631/12 Rev.1 (F)	Reforestation of Coastal Wetlands in Southern Ghana Using Indigenous Tree and Bamboo Species	Ghana	1
PD 684/13 Rev.1 (F)	Biodiversity Conservation with Collaboration of Local Communities in Traditionally Owned Forest Areas of South Western Ghana	Ghana	2
PD 690/13 Rev.1 (F)	Bamboo for Life: An Alternative for the Rehabilitation of Degraded Forests and Sustainable Rural Development in the Peruvian Amazon Region	Peru	2
PD 693/13 Rev.1 (F)	Project for an Integrated Forest Fire Prevention and Control Plan in the Puuc-Chenes-Montaña Region of the Yucatan Peninsula, Mexico	Mexico	2
PD 695/13 Rev.1 (F)	Rehabilitation of Degraded Gazetted Forests in the Mount Korhogo, Foubou and Badenou in Northern Cote d'Ivoire with the Involvement of Local Communities	Cote d'Ivoire	1
PD 696/13 Rev.1 (F)	Reforestation and Sustainable Management of Vulnerable Habitats and Forests in the Rewa River Mangrove System, Viti Levu Fiji	Fiji	1
PD 699/13 Rev.1 (F)	Facilitating Community and Indigenous Organizations' Access to Forest Incentives Programmes as a Poverty Alleviation and Climate Change Adaptation Mechanism	Guatemala	2
PPD 169/13 (F)	Identification of Project for the Reforestation and Management of the Large Ndjock-Lipan Forest Complex in the Bondjock, Department of Nyong et Kélé, Central Cameroon	Cameroon	2
PPD 170/13 (F)	Reducing Deforestation and Degradation and Promoting Environmental Services Through Enrichment Planting, Reforestation and the Establishment of Forest Parcels Using Valuable Plants Species in the Forest Areas of Ngambé Tikar, The National Reserve Mpen-Djim and Adjacent FMUs 08006, 08008, 08009, in Pursuance of Poverty Alleviation Objectives in the Mbam and Kim Department, Central Regions of Cameroon	Cameroon	2
PPD 175/13 (F)	Reproduction of Granadillo Species (Dalbergia Genus) for Conservation Purposes in the State of Michoacán	Mexico	4
PPD 176/13 (F)	Identification and Planning of Measures for the Sustainable Management of the Forest Estate Owned by Individuals in Togo	Togo	1
PD 702/13 (F)	Strengthening Capacity in Forest Sector on REDD+ Scheme in Cambodia	Cambodia	4
PD 703/13 (F)	Conservation of Forests in the Coastal Range of Ecuador: People, Sustainable Use and Conservation	Ecuador	3
PD 704/13 (F)	Strengthening Forest Management in Honduras through Sustainable Development in the Forest Regions of Atlantida and Mosquitia (Broadleaved Forest) and Francisco Morazan, Olancho and Yoro (Coniferous	Honduras	4

	Forest)		
PD 705/13 (F)	Pilot Project for the Conservation and Sustainable Management of Timber Species from the Broadleaved Forests of Honduras	Honduras	4
PD 706/13 (F)	Contribution to the Implementation of a Participatory REDD+ Mechanism in the Mangrove Forests of Cameroon	Cameroon	2
PD 707/13 (F)	Reforestation and Development Project for the Messa Mountain Range	Cameroon	4
PD 708/13 (F)	Technology Transfer Model to Establish Sustainable Forest Plantations in South-Eastern Mexico	Mexico	2
PD 710/13 (F)	Promoting Conservation Of selected High-Value Indigenous Species of Sumatra	Indonesia	1
PD 711/13 (F)	Optimizing Forest Degradation Reduction Through Biodiversity Conservation and Community Empowerment in Bromo Tengger Semeru National Park	Indonesia	4
PD 712/13 (F)	Enhancing the Implementation of Landscape Management of Giam Siak Kecil-Bukit Batu Biosphere Reserve (GSK-BR) in Riau, Sumatra	Indonesia	2
PD 713/13 (F)	Improving Local Participation in Sustaining Sandalwood (<i>Santalum album</i> Linn) Resource in East Nusa Tenggara Province, Indonesia	Indonesia	2
PD 715/13 (F)	Improving the Production, Conservation and Management of Forest Seeds in Benin	Benin	1
PD 716/13 (F)	Mitigating the impacts of artisanal and small-scale mining in the Gola Forest in Liberia	Liberia	4
PD 717/13 (F)	Enrichment of young forest plantations with selected NTFPs for livelihood improvement and support of forest fringe communities in Atwima Mponua District of Ghana, in order to secure and protect the resources on a sustainable forest management basis	Ghana	2
PD 721/13 (F)	Building a Participatory and Inclusive Sustainable Forest Management Process for the Reduction of Deforestation and Forest Degradation in the Ixil Forest Areas of the Municipality of Nebaj, Quiché, Guatemala	Guatemala	2
PD 723/13 (F)	Capacity Building for Strengthening Transboundary Biodiversity Conservation of the Taninthayi Range in Myanmar	Myanmar	1
PD 724/13 (F)	Guidelines for the Management of Tara (<i>Caesalpinia spinosa</i>) Plantations and the Rehabilitation of Waste Lands in the Sub-Humid Tropics of the Coastal Region of Peru	Peru	1
PD 725/13 (F)	Rehabilitation of Degraded Forest Land in the Ahua Forest Reserve by the Women Members of Association Malebi in Compensation for the Forest Resources Removed to Meet the Need for Fuel Wood (Charcoal and Fire Wood)	Cote d'Ivoire	2
PD 694/13 Rev.1 (M)	Promoting Development of Teak Plantations on Farmlands to Improve Quality, Marketing and Livelihood of Local Communities in Forest-Savannah Transition Zone, Ghana	Ghana	1
PPD 174/13 (M)	Community Forest Governance Model as a Climate Change Adaptation Strategy in the José María Morelos Ejido	Mexico	4
PD 714/13 (M)	Establishment and Strengthening of Timber Transport Monitoring and Control Posts in the Province of Darien, Panama	Panama	4

PD 718/13 (M)	Capacity Building for the 'Los Chejes' Joinery in Uaxactún to Improve Its Market Share and Facilitate the Replication of Its Model in Petén	Guatemala	4
PD 660/12 Rev.2 (I)	Enhancing Industrial and Community Utilization of Wood Residues Through Briquette and Charcoal Production for Environmental and Livelihood Improvement in Ghana	Ghana	1
PD 698/13 Rev.1 (I)	Facilitating Forest-Industry-Market Integration	Guatemala	1
PPD 172/13 (I)	Platform for Genetic Improvement of Tabebuia Species - Critical Information Development Phase for Implementation in Campeche, Mexico	Mexico	1
PPD 173/13 (I)	Management of Tropical Forest Species for the Production of Timber for Rural and Tourism Infrastructure Construction in South-East Mexico	Mexico	1
PD 709/13 (I)	Enhancing Bali wooden handicraft industry by Improving the Quality of Planted-wood Raw Materials and Comply to Legality Standard (I)	Indonesia	2
PD 719/13 (I)	Competitive Business Strengthening in the Woodworking Sector of Region VII (Huehuetenango-Quiché), Guatemala	Guatemala	2
PD 720/13 (I)	Formalization of the Community Forest Industry under a Sustainable Forestry Approach in the Department of Huehuetenango	Guatemala	2
PD 722/13 (I)	Capacity Building on Reduced Impact Logging (RIL) in Dry Inland Forest in the Permanent Forest of Peninsular Malaysia	Malaysia	1

APPENDIX IV

MEMBERSHIP OF THE FORTY-SIXTH MEETING OF THE EXPERT PANEL
FOR TECHNICAL APPRAISAL OF PROJECT PROPOSALS
Yokohama, 29 July – 2 August 2013

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APPENDIX V

Revised Scoring Table – ITTO Project Proposal (PD)

Weighted Scoring System								
1.	Project relevance, origin and expected outcomes (15)			Mark	Score	Threshold		
1.	1.	Relevance						
1.	1.	1.	Conformity with ITTO's objectives and priorities (1.2.1)				Y	
1.	1.	2.	Relevance to the submitting country's policies (1.2.2)				Y	
1.	2.	Origin (1.1)				5		
1.	3.	Geogr. location (1.3.1)+ Social, cultural and environ. aspects (1.3.2)				5		
1.	4.	Expected outcomes at project completion (1.4)				5		
2.	Project identification process (25)							
2.	1.	Institutional set up and organisational issues (4.1. + 2.1.1)				5		
2.	2.	Stakeholders				10	Y	6
2.	2.	1.	Stakeholder analysis (2.1.2)		5			
2.	2.	2.	Stakeholders involved at inception (2.1.3.) & implementation (4.1.4.)		5			
2.	3.	Problem analysis (2.1.3)				10	Y	6
2.	3.	1.	Problem identification		5			
2.	3.	2.	Problem tree		5			
3.	Project design (45)							
3.	1.	Logical framework matrix (2.1.4)				20	Y	13
3.	1.	1.	Objectives (2.2)		5			
3.	1.	2.	Outputs (3.1.1)		5			
3.	1.	3	Indicators & means of verification (columns 2 and 3 of the LogFrame)		5			
3.	1.	4	Assumptions and risks (3.5.1)		5			
3.	2.	Implementation				20	Y	13
3.	2.	1.	Activities (3.1.2)		5			
3.	2.	2	Strategy (approaches and methods, 3.2)		5			
3.	2.	3	Work plan (3.3)		5			
3.	2.	4	Budget (3.4)		5			
3.	3.	Sustainability (3.5.2)				5	Y	3
4.	Implementation arrangements (15)							
4.	1.	Project's management (EA - 4.1.1, Key staff - 4.1.2, SC - 4.1.3)				5	Y	3
4.	2.	Reporting, review, monitoring and evaluation (4.2)				5		
4.	3.	Dissemination and mainstreaming of project learning (4.3)				5		
Entire project proposal (100)					100,0%	Y	75%	
Category					1			

Marks indicate:

- 0 - Information is completely missing
- 1 - Very poor: some elements are there but the essential ones are missing
- 2 - Poor: essential elements are incomplete, insufficient, wrong or misunderstood
- 3 - Moderate: essential elements are available but unclear or inaccurate
- 4 - Good: clear, accurate and informative
- 5 - Excellent: clear, accurate, informative and comprehensive (perfectly integrated with other items)

Rating categories:

Category 1:	The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.
Category 2:	The Panel concluded that the proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised proposal before it can commend it to the Committee.
Category 3:	The Panel concluded that the proposal is not accepted because a pre-project proposal is required. According to the indication of the Panel the pre-project shall (a) be submitted to the Expert Panel for appraisal or (b) could be directly submitted to the Committee for appraisal.
Category 4:	The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal. Justification should be given to the proponent and the Committee.

Revised Scoring Table – ITTO PRE-PROJECT PROPOSALS (PPD)

Weighted Scoring System							
1.	PRE-PROJECT CONTEXT (5)			Mark	Score	Threshold	
1.	1.		Origin and justification		5		
1.	2.		Relevance				
1.	2.	1.	Conformity with ITTO's objectives and priorities			Y	
1.	2.	2.	Relevance to the submitting Country's policies			Y	
2.	JUSTIFICATION OF PRE-PROJECT (15)						
2.	1.		Objectives		15	Y	9
2.	1.	1.	Development objective	5			
2.	1.	2.	Specific objective	5			
2.	2.		Preliminary problem identification	5			
3.	PRE-PROJECT INTERVENTIONS (25)						
3.			Outputs and activities		10	Y	7
3.	1.		Outputs	5			
3.	2.		Activities, inputs and unit costs	5			
3.	3.		Approaches and methods		5		
3.	4.		Work plan		5		
3.	5.		Budget		5		
4.	IMPLEMENTATION ARRANGEMENTS (15)						
4.	1.		Executing agency and organizational structure		5		
4.	2.		Pre-Project Management		5		
4.	3.		Monitoring and reporting		5		
Entire project proposal (60)					100,0%	Y	75%
Category					1		

Marks indicate:

- 0 - Information is completely missing
- 1 - Very poor: some elements are there but the essential ones are missing
- 2 - Poor: essential elements are incomplete, insufficient, wrong or misunderstood
- 3 - Moderate: essential elements are available but unclear or inaccurate
- 4 - Good: clear, accurate and informative
- 5 - Excellent: clear, accurate, informative and comprehensive (perfectly integrated with other items)

Rating categories:

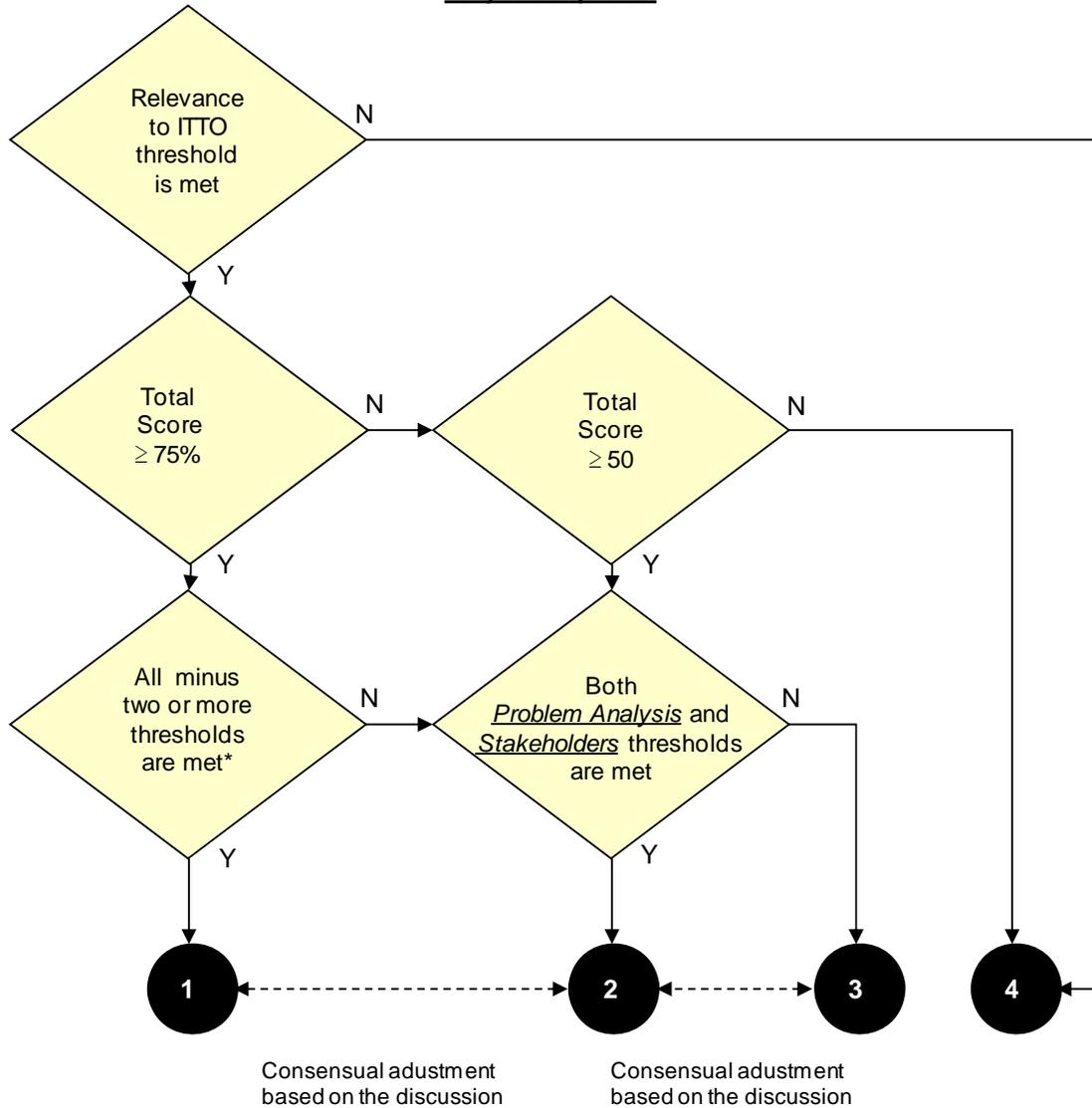
Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

Category 2: The Panel concluded that the proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised proposal before it can commend it to the Committee.

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal. Justification should be given to the proponent and the Committee

Appendix VI
Flow charts for deciding categories in the scoring system

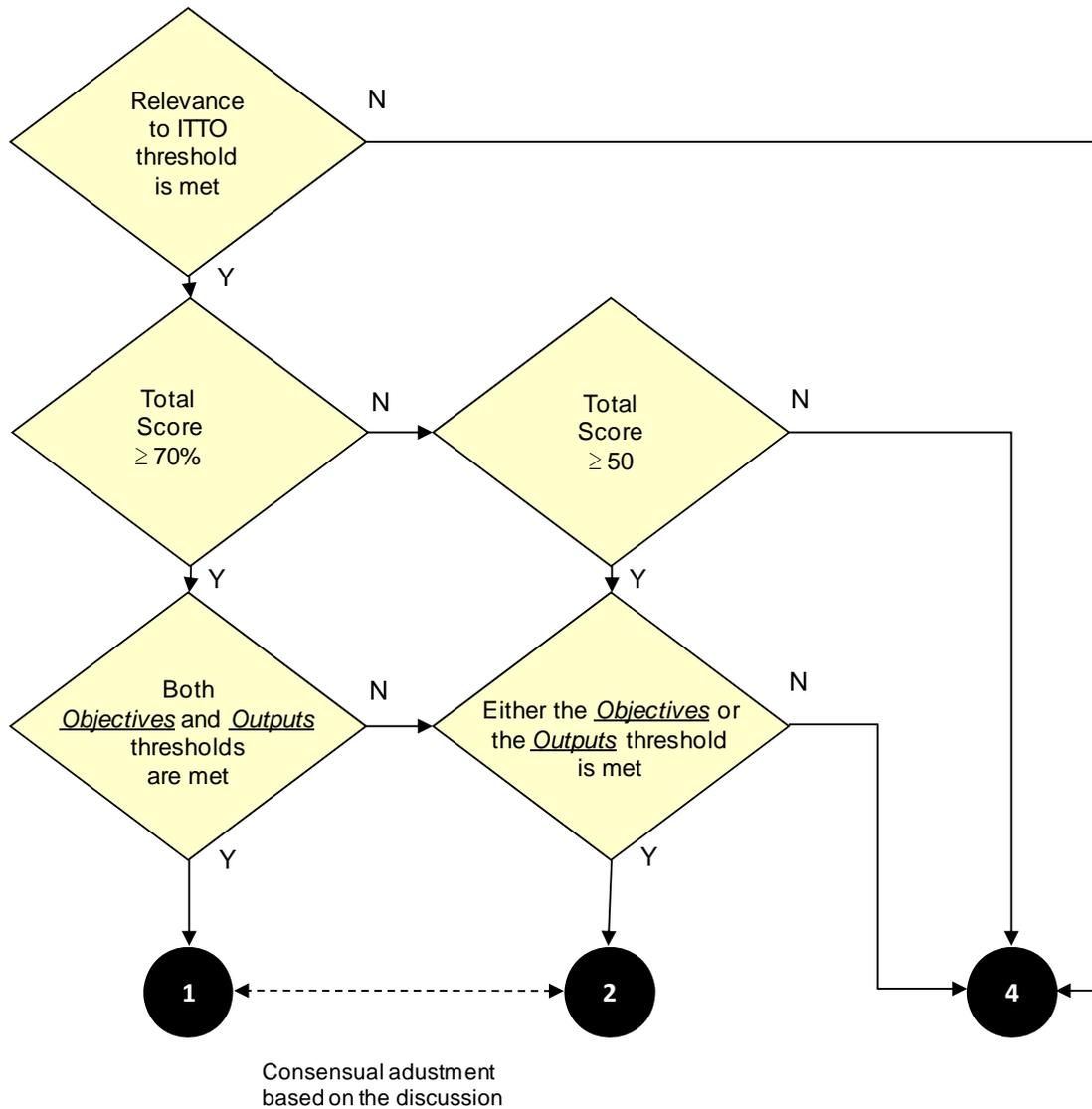
Project Proposals



*Thresholds failed cannot be any two among the following three:
 - Stakeholder
 - Logical Framework
 - Sustainability

- Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments. Proposal commended to the Committee with incorporation of amendments if any.
- Category 2: The Panel concluded that the proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised proposal before it can commend it to the Committee. Proposal requires essential modifications and will be returned to the proponent.
- Category 3: The Panel concluded that the proposal is not accepted because a pre-project proposal is required. According to the indication of the Panel the pre-project shall (a) be submitted to the Expert Panel for appraisal or (b) could be directly submitted to the Committee for appraisal. Proposal is missing fundamental information, consequently a pre-project is required and to be submitted to the EP.
- Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal. Justification should be given to the proponent and the Committee. Proposal not recommended but submitted to the Committee with the recommendation not to approve the project proposal, (a) either because a complete reformulation is necessary, or (b) because it's not relevant to ITTO. Justification should be given to the proponent and the Committee.

Pre-Project Proposals



- Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments. Proposal commended to the Committee with incorporation of amendments if any.
- Category 2: The Panel concluded that the proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised proposal before it can commend it to the Committee. Proposal requires essential modifications and will be returned to the proponent.
- Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal. Justification should be given to the proponent and the Committee. Proposal not recommended but submitted to the Committee with the recommendation not to approve the project proposal, (a) either because a complete reformulation is necessary, or (b) because it's not relevant to ITTO. Justification should be given to the proponent and the Committee.

Annex

**Assessment, recommendation and conclusion by the Forty-sixth Expert Panel on
each Project and Pre-project proposal**

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recognized the efforts of the proponent to address most of the overall assessment and specific recommendations of the Panel made at its Forty-third meeting. However, the Panel noted there was still a need to improve the weaknesses noted in some sections and sub-sections regarding the following issues: the ITTO priorities still referring to the Action Plan 2008-2011 instead of the Strategic Action Plan 2013-2018; stakeholder analysis still missing above the table of stakeholders in order to explain this table, while the local users were still considered as a homogenous group; economic aspects were still insufficiently elaborated in relation to the identified primary stakeholders operating/living in the project area; there was no technical information in the implementation approaches and methods section (3.2) on the forestry activities regarding the reforestation of bamboo species and other indigenous species, as well as availability of seeds; information on the appropriate project executing agency within the Ministry of Environment, Science and Technology of Ghana was missing the organization structure and stakeholder involvement mechanisms section (4.1); some adjustments were still required in the ITTO budget.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Amend the conformity with ITTO priorities by referring to the ITTO Strategic Action Plan 2013-2018 which was approved by the Forty-eighth ITTC Session in November 2012;
2. Further elaborate the economic aspects in correlation with the identified primary stakeholders;
3. Add the stakeholder analysis above the table of stakeholders, while breaking down the group of local users of wetland resources in the summary and table of stakeholders;
4. Revise the ITTO budget in line with the above overall assessment and specific recommendations and also in the following way:
 - a) Reduce the costs of the project personnel by half,
 - b) Reduce the cost of the vehicle to an amount not exceeding US\$35,000.00,
 - c) Recalculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on the sum budget items 10 to 82); and
5. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recognized the efforts made by the proponent in addressing most of the overall assessment and specific recommendations of the Panel made at its Forty-fifth meeting. However, the Panel noted that most of the specific recommendations, as well as the comments in the overall assessment, were not appropriately addressed in the revised version, which still presents a number of weaknesses in the following sections and sub-sections: **1)** confusion regarding the conformity with ITTO objectives (but the numbering of objectives were and confusing: (m) instead of (d), (q) instead of (e), (r) instead of (b)) and priorities (some priorities were still referring to the Action Plan 2008-2011); **2)** project sites not clearly plotted in the map within districts where traditionally owned forests are prevalent in the south-western Ghana; **3)** demographic information and data not described in correlation with the key problem identified in the project area; **4)** no explanation on potential conflicts in the stakeholder analysis although mentioned for most stakeholders in the table of stakeholders; **5)** problem analysis and related problem still too confusing and lacking focus (restoration of degraded areas issue; biodiversity issue, poverty alleviation issue), **6)** elements of the logical framework matrix not appropriately elaborated due to the lack of focus regarding the problem analysis and related problem tree, **7)** the project implementation approaches and methods not appropriately elaborated without clearly reflecting the linkage between the key problem and needs to be addressed through realistic and scientifically sound approaches.

The Panel also noted that there was still a need to further elaborate risks assessment and assumption in relation to the logical framework matrix, as well as for the sustainability aspects. The master budget did not follow the format, while the amount of US\$60,000, be used as incentives for local communities, was not elaborated in relation to the explanation provided in the implementation approaches and methods. Finally, the Panel noted that the reporting review, monitoring and evaluation system was still not well elaborated in relation to the ITTO standard operational procedures.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Further improve the ITTO conformity with ITTO objectives by numbering appropriately each objective and adding a clear explanation under each objective, and amend the conformity with ITTO priorities by referring only to the ITTO Strategic Action Plan 2013-2018 which was approved by the Forty-eighth ITTC Session in November 2012;
2. Improve the detailed map by clearly and appropriately plotting the project sites on it;
3. Add in the social aspects some appropriate elements describing the potential conflicts among the primary and secondary stakeholders in correlation with the key problem identified in the project target area;
4. Further improve the problem analysis, problem tree and objective tree by redefining and focusing the identified key problem in a concise manner and its causes, while ensuring the correlation with the needs and interests of main stakeholders (primary and secondary stakeholders);
5. Subsequent to the above recommendations (3rd and 4th), adequately redefine the development objective and specific objective of the project;
6. Subsequent to the above recommendations (3rd, 4th and 5th), revise the logical framework matrix by using SMART indicators for the development objective, specific objective and outputs;
7. Redefine the outputs in accordance with the causes of the key problem redefined in a concise manner and more focused, while redefining under each output the relevant activities in relation to the sub-causes;
8. Elaborate the expected outcomes after project completion in correlation with the redefined and concise key problem and related objective;
9. Subsequent to the above recommendations (4th, 5th, 6th and 7th), prepare a new work plan with the newly redefined activities;

10. Subsequent to the recommendations (3rd, 4th, 5th, 6th, 7th and 8th) further elaborate the project implementation approaches and methods while clearly reflecting the correlation with the redefined and concise key problem;
11. Furthermore elaborate the project sustainability in technical, financial, social, economic and/or institutional aspects, as appropriate;
12. Further improve the reporting, review, monitoring and evaluation system by referring to the ITTO standard operational procedures;
13. Revise the ITTO budget in line with the above overall assessment and specific recommendations, and also in the following way:
 - a) Improve the master budget table by using the ITTO PROTOOL software which is available on the ITTO website,
 - b) Breakdown the amount of US\$60,000 as incentives to local communities in the budget by components,
 - c) Recalculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82); and
14. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee for final appraisal.

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel reiterated the importance of this proposal aimed at improving the living standards of local communities through forest land-use planning, sustainable management and value added processing of bamboo in the departments of Amazonas and San Martín in Peru. However, while the Panel noted that most of the 45th Panel's recommendations had been addressed, such as re-editing the project proposal to conform to the format established in the ITTO manual, further reducing the area of influence of the project, considering bamboo as a non-timber forest product, and focusing on poverty alleviation and forest conservation rather than just combating illegal crops, some components of the proposal actually require further strengthening. In the Panel's view, an effort should be made to focus on the real problem to be addressed. The logical framework should also be enhanced by providing SMART indicators, particularly for Output 1.3 which is currently unclear. The chapter on Assumptions, Risks and Sustainability should further be described as a function of the project's proposed objectives and outputs as mentioned in the logical framework, rather than mentioning aspects unrelated or inconsistent with the overall project.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Focus on the real problem of the ongoing degradation of forests in the region and its underlying causes in the proposal's problem analysis and tree, rather than highlighting the lack of forest management in the region as the inherent problem. Consider reviewing and applying the ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests if needed;
2. Further strengthen the Logical Framework and include more SMART qualitative and quantitative indicators and means of verification, particularly as regards Output 1.3. Follow the ITTO format for the Logical Framework by deleting the activities from the table;
3. As regards the project's risks mentioned under point 3.5, readdress these so as to conform to the assumptions mentioned in the Logical framework and further provide mitigation measures. Additionally, review point 3.5.2 Sustainability so as to focus on how the project's results will be sustained in the long term (i.e. the sustainability of the project's outputs after project completion), what institutions will be responsible for these and how the resources needed will be secured; and
4. Include an Annex which shows the overall assessment and recommendations of the 46th Panel and the respective modifications in tabular form. Modifications should also be highlighted **(bold and underline)** in the text.

C) Conclusion

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee for final appraisal.

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel reiterated the importance of this proposal in endeavoring to reduce the occurrence and impact of forest fires caused by inappropriate use of fire in the Yucatan Peninsula by strengthening the coordination and capacities of relevant stakeholders so as to improve the efficiency in forest fire prevention and control in the region. However, the Panel noted that while most of the 45th Panel's recommendations had been addressed, some actually needed further strengthening and consolidation, such as concrete outputs and SMART qualitative and quantitative indicators and means of verification; clear descriptions of the roles and contributions of government institutions and NGOs at the federal, state and municipal levels and the project's institutional setup; detailed descriptions of the training courses to be provided; and the possible actions to guarantee the sustainability of the project's results after its completion. Moreover, the Panel further observed that some of its recommendations had not been addressed, namely the proposal's relevance to the ITTO Strategic Action Plan 2013-2018; the inclusion of baseline statistics as regards fire occurrences in the region; and the provision of separate detailed budgets by component for each source of funding. Last but not least, the role of CONAFOR as a supervisory/collaborating agency is not clear.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Explain how and to what extent the project will contribute to the objectives of the ITTO Strategic Action Plan 2013-2018;
2. Provide baseline statistics as regards fire occurrences in the region so as to clearly visualize the before and after situations and potential impact of the project;
3. Further develop concrete outputs, as the current ones continue to appear more like activities, then substantially strengthen the Logical Framework by providing SMART qualitative and quantitative indicators and means of verification (avoiding percentages), including those related to the impacts and outcomes of the project.;
4. Provide a clear description and if possible reorganize the roles and contributions of government institutions and NGOs, at the federal, state and municipal levels, in the implementation of the project and reconsider the institutional setup for the implementation in terms of involvement of stakeholders, particularly that of CONAFOR. Provide an inter-institutional organizational chart of the project highlighting the roles and contributions of all involved institutions and stakeholders;
5. Include detailed descriptions of the training courses to be provided by the project. Clearly indicate the topics to be covered, the target audiences, the number and duration of the courses, the expected outcomes and impacts, etc.
6. Further elaborate on the long-term sustainability of the project's results, outcomes and activities after project completion;
7. Include separate detailed budgets by component for each source of funding, as per the examples provided in the ITTO manual on project formulation. Adjust the costs for ITTO monitoring and evaluation to US\$10,000 per year, and recalculate ITTO's Programme Support Costs so as to conform to the new standard of 12% of total ITTO project costs; and
8. Include an Annex which shows the overall assessment and recommendations of the 46th Panel and the respective modifications in tabular form. Modifications should also be highlighted **(bold and underline)** in the text.

C) Conclusion

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee for final appraisal.

PD 695/13 Rev.1 (F)

Rehabilitation of Degraded Gazetted Forests in the Mount Korhogo, Foubou and Badenou in Northern Côte d'Ivoire with the Involvement of Local Communities (Côte d'Ivoire)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel acknowledged that the proponent made efforts to address most of the overall assessment and specific recommendations of the Panel made at its Forty-fifth meeting. However, the Panel noted there were still weaknesses in the following sections and sub-sections: elements describing potential conflicts which could occur among stakeholders related to access to forest resources are missing in the social aspects, the outputs were still formulated too broad and not stated in such a way that their achievement could be measurable (in quantity, quality, time and/or space). The Panel also noted that the ITTO budget was increased instead of being reduced as recommended by the previous Panel, while the amount budgeted for subcontracting was still high, as well as for the purchasing of capital goods and some consumables.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Further improve the social aspects with the inclusion of appropriate elements describing potential conflicts among stakeholders for their access to forest resources in correlation to the identified key problem;
2. Adjust the outputs in accordance with the relevant causes of the identified key problem, while ensuring that the achievement of outputs could be measurable;
3. Subsequently to the above second recommendation, amend the logical framework matrix with the adjusted outputs accordingly;
4. Subsequently to the above second recommendation, add the appropriate activities under each output while reducing the project scope by half in order to reduce the ITTO budget which is still high for pilot activities to be implemented;
5. Readjust and reduce the ITTO budgets (master budget and budget by component) in line with the above overall assessment and specific recommendations and also in the following way:
 - a) Reduce by half the amounts budgeted for sub-contracting, capital goods and consumables,
 - b) Purchase only one vehicle instead of three;
 - c) Recalculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82); and
6. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recalled the importance of restoring degraded mangrove ecosystems in the Rewa River Mangrove System, Viti Levu, Fiji in line with ITTO extended work on mangrove. The Panel noted that most of the specific recommendations of the Forty-fifth Expert Panel had been addressed in the revised proposal. However, the Panel was still concerned about weaknesses in the proposal. These include: weak presentation of the development objective in a very simple way; and weak presentation of the ITTO project budget with a high provision for the project personnel and no justification for the sub-contract. Moreover, the Panel underlined the importance of effective participation of local communities and mainstreaming project learning to the national level as a model mangrove ecosystem management area in the country.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Provide a larger map showing the project location in the country;
2. Further elaborate on how the project will build on the outcome of the on-going project on Mangrove Ecosystem for Climate Change Adaptation and Livelihood (MESCAL-Fiji);
3. Describe the expected contribution of the project to the implementation of the ITTO Mangrove Action Plan;
4. Further improve Section 1.4 (Expected outcomes at project completion) by elaborating what the target groups will be doing after project completion as a consequence of the project;
5. Further improve the problem analysis by focusing on the key problem related to the deforestation and degradation of coastal and mangrove forests;
6. Ensure consistency for statements of Development and Specific Objectives and Output 1 between the logical framework matrix and Section 2.2;
7. Recalculate the ITTO Programme Support Costs (Sub-component 83) specified in the budget so as to conform with the new standard of 12% of the total ITTO project costs in accordance with the decision of the 48th Session of the ITTC;
8. Further refine the project title to capture an important aspect of the proposed project strategies relating to the effective engagement of local communities;
9. Include an annex that shows the recommendations of the 46th Expert Panel and the respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

PD 699/13 Rev.1 (F)

Facilitating Community and Indigenous Organizations' Access to Forest Incentives Programmes as a Poverty Alleviation and Climate Change Adaptation Mechanism (Guatemala)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel reiterated the importance of the project aimed at contributing to the rehabilitation of degraded forest lands and the restoration of forests in Guatemala by providing support to indigenous and community organizations so as to facilitate their access to forest incentives programs as a mechanism for poverty alleviation. However, the Panel noted that while several of the 45th Panel's recommendations had been addressed, quite a few still needed further strengthening and consolidation, such as, among others: i) the details involving forest incentives programmes in Guatemala; ii) further clarifying the origin of the project; iii) the project's relevance to the ITTO Strategic Action Plan 2013-2018; iv) baseline information and statistics; v) redefining the core problem and further developing specific activities and outputs to resolve it; vi) improving the training component; vii) rethinking the logical flow of the Work Plan; and viii) further reduce the budget or provide a more equitable balance among funding sources and include the funds to be obtained from the counterpart. Last but not least, clearly describe the role of INAB in the implementation of the project.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Drop the reference to Climate Change Adaptation Mechanism from the proposal's title;
2. Provide detailed descriptions of the forest incentives programmes in place in Guatemala, as it is still not clear what their objectives are and how they function. It is also not clear if there is a greater demand for these than the current yearly allocation budgeted by the government, and moreover precisely what difficulties rural and indigenous communities have in accessing them;
3. Further describe the origin of the project and reassess the problem analysis based on the pros and cons of the forest incentive programs from a rural and indigenous community standpoint. Explain in detail what added value is to be achieved through the implementation of the project by providing current baseline information as regards the status of communities vis-à-vis fair access to the incentives and describe any detrimental factors working against them. In addition, explain why the communities cannot develop their own forest management plans and require US\$ 210,000 worth of consultancies to do so, and who will be responsible for the implementation of these forest management plans in the long term and the skills required;
4. Further explain how and to what extent the project will contribute to the implementation of the overall ITTO Strategic Action Plan 2013-2018;
5. Further restructure the problem tree and review the logical framework based on the additional information to be provided via aforementioned first two points, and reassess the outputs required to achieve the objectives. Include a monetary value of the accessed forest incentives upon project completion as a core output;
6. The currently programmed activities continue to be confusing. For example, Activity 1.3 starts in the very first year, even though no experiences have been gained nor have any lessons been learnt, etc. Clearly specify all the required activities to be implemented to achieve each of the revised specific outputs, particularly those related to capacity building.
7. Rethink and further elaborate the Work Plan so as to provide a logical flow for the implementation of the activities and the achievement of the proposed outputs;
8. Clearly describe INAB's responsibilities as regards the implementation of the forest incentive programmes in Guatemala and further detail its involvement in the project. Improve the project's organizational chart so as to include the inter-institutional relationships;

9. Provide detailed descriptions of all training components to be implemented by the project. Clearly indicate the topics to be covered, the target audiences and indicative number of participants, the number and duration of the courses, their importance and expected impacts among the communities;
10. Further elaborate on the sustainability of the project's results in the long term (after project completion);
11. Further reduce the ITTO budget by either reducing the area of influence of the project or by providing a more equitable balance between the ITTO and counterpart contributions towards the overall budget. Consider seeking additional counterpart contributions from the collaborating agencies such as the central, regional and local governments and include potential funding coming from the forest incentives programmes as a core component of the counterpart funding;
12. Transfer the Executing Agency's overhead costs in the amount of US\$ 64,800 from the ITTO budget to the counterpart budget, as these cannot be assumed by ITTO, and recalculate ITTO's Programme Support Costs so as to conform to the new standard of 12% of total ITTO project costs; and
13. Include an Annex which shows the overall assessment and recommendations of the 46th Panel and the respective modifications in tabular form. Modifications should also be highlighted **(bold and underline)** in the text.

C) Conclusion

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee for final appraisal.

PD 702/13 (F) Strengthening Capacity in Forest Sector on REDD+ Scheme in Cambodia (Cambodia)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel noted the importance of the project in strengthening the institutional capacity of developing and implementing effective REDD+ in Cambodia. The project intends to organize a series of training courses on various aspects of REDD+; develop technical guidelines for determining reference emission levels at sub-national scale; and establish a REDD+ demonstration site in Tomring Forest in Kampong Thom Province with a sub-national REDD+ Training and Research Center.

However, the Panel noted that key components of the project proposal were very weakly formulated by lacking essential information. While recognizing that many REDD+ initiatives are taking place in the country, the Panel noted that the section on origin did not show how the project will build on the outcome of such on-going initiatives. The relevance with ITTO's objectives was not sufficiently elaborated. The social, economic, cultural and environmental aspects of the proposal did not provide key socioeconomic baseline information and data in the project site. The expected outcomes at project completion were not clear. Primary stakeholders in the stakeholder analysis were mixed with several divisions of the Forestry Administration. The key problem to be addressed by the project was not clearly identified and the presentation of the project tree did not follow a standard way to show relationships between a key problem and its sub-causes. Many of the indicators in the logical framework matrix were not identified in SMART (Specific, Measurable, Appropriate, Realistic and Time-bound) way. The assumptions section in the local logical framework matrix was not well developed as 'ITTO resources are disbursed in a timely manner' is regarded as an assumption although it can be controlled by project management. The statements of the development and specific objectives were mixed and too wide. The responsible parties for the implementation of each project activity are missing in the work plan. With regard to the ITTO project budget, the Panel observed that tables on consolidated budget by component and ITTO yearly budget were not provided. Moreover, the Panel questioned the sustainability of project work after project completion. The organization structure and stakeholder involvement as well as the section on mainstreaming project learning were not adequately elaborated. The executing agency of the project was mixed between the Forest Administration and the Institute for Forest and Wildlife Research and Development in some parts of the proposal.

In light of this, the Panel was of the view that the key elements of the project were poorly articulated in the proposal, as important information and data were either insufficient or missing in many sections and sub-sections. The Panel, therefore, could not recommend this proposal to the Committee.

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the Project proposal.

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel reiterated the importance of the project aimed at the conservation of forest ecosystems and to the improvement of the quality of life in the coastal range of Ecuador, via the reduction of deforestation and forest degradation rates of 340,000 hectares by controlling and mitigating the impact of production activities and the development of production alternatives compatible with biodiversity conservation. However, in the Panel's assessment, the proponent did not follow the 44th Expert Panel's recommendation for a complete reformulation of proposal PD 659/12 (F), opting rather to resubmit the same proposal with only minor changes. As such, several of the project's components continue to be either very ambiguous, or lack focus or are quite convoluted. Also, while the communities of the coastal range of Ecuador are to be the main beneficiaries of the project, no proper land tenure analysis of the 340,000 ha to be managed was included in the proposal, nor did the proposal indicate if the rightful owners, be they communities or private, and the regional and local governments, either consented to participate in the project's proposed activities, and further authorized the executing agency to develop land-use plans and impose control measures. Moreover, the "pilot communities" have not been identified in the proposal, nor is any community participation mentioned in the formulation of this proposal. In addition, the work plan is incomplete as no reference is made as regards the responsible parties for the implementation of each activity, the master budget by activity does not follow the required ITTO format, and the description and terms of reference for 9 sub-contracts worth US\$ 320,000 is lacking. Last but not least, the assumptions and risks mentioned are daunting and no mitigation factors have been considered. Seen from this perspective, the proposal is really premature, as there are no guarantees neither the local governments nor other local stakeholders are willing to participate in the implementation of this initiative.

As such, the Panel considered that this proposal had once again been reformulated utilizing a non-participatory top-down approach that had excluded all major stakeholders and potential beneficiaries, and did not include many of the required components nor exactly follow the format in the ITTO project formulation manual, particularly as regards its Appendix A: Guidelines for ensuring stakeholder participation in the project cycle.

Given the above observations and recommendations and the importance of the intent of this project, the Panel was of the view that a completely new proposal should be formulated in a participatory manner among all stakeholders and submitted to ITTO according to the third edition of the ITTO Manual for Project Formulation 2009 (GI Series 13), and in particular to its Appendix A. In addition, consider applying the ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests in such a project. If needed, the proponent may consider submitting a pre-project proposal to ITTO in order to assist it in the identification and formulation of a fully participatory project proposal, as per the Appendix A of the ITTO Project Formulation Manual.

B) Conclusion

Category 3 (a): The Panel concluded that the proposal is not accepted because a pre-project proposal is required. According to the indication of the Panel the pre-project shall be submitted to the Expert Panel for appraisal.

PD 704/13 (F)

Strengthening Forest Management in Honduras through Sustainable Development in the Forest Regions of Atlantida and Mosquitia (Broadleaved Forest) and Francisco Morazan, Olancho and Yoro (Coniferous Forest) (Honduras)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel reiterated the importance of the project aimed at strengthening the capacities and skills of Honduras' public and private forestry sectors to assist them in the sustainable management of their forests with a view towards its overall reactivation. However, in the Panel's assessment, the proponent had not adequately addressed the 44th Expert Panel's recommendation for a complete reformulation of proposal PD 659/12 (F), opting rather to resubmit the same proposal with only minor cosmetic changes. As such, several of the project's components continue to be either ambiguous, or lack focus, or are unrelated or quite convoluted. In addition, the proposal's outcomes continue to basically be a list of products ranging from documents to programmes rather than the expected achievements per se. The proposal's outputs continue to appear to be products and, as such, the logical framework once again does not follow the format as presented in the ITTO project formulation manual. Moreover, the stakeholder analysis once again is too general and the implementation approach is very weak. In addition, it continues to be very unclear how a small amount of funds in several credit lines managed by the project will assist in revamping the forest sector in Honduras. Moreover, the issue of sustainability of the project's activities and outcomes, and how these will be maintained over time, has not been addressed at all, nor has the mainstreaming of its results been dealt with.

In this light, the Panel considered this that the current proposal continues to be too ambitious and not realistic, and considered it more appropriate for the proposing agency to focus on a core but very specific problem hampering the forestry sector in Honduras, for which an appropriate solution can be found in the short term and positively impact on the reactivation of the forestry sector there.

As such, the Panel continues of the view that, in order to increase the chance of a successful project, the proponent should first clearly identify Honduras's specific and/or inherent forest management weaknesses based on an in-house evaluation of the indicators under the first criterion of ITTO's C&I: Enabling Conditions for Sustainable Forest Management, and then formulate in a participatory manner among all stakeholders a completely new project proposal based on the aforementioned findings that strictly adheres to the format specified in the Third edition of the ITTO Manual for Project Formulation (GI Series 13), with particular reference to its Chapter II and Appendix A, and further follows the ITTO Guidelines for the Selection and Employment of Consultants, Procurements and Payments of goods and Services (GI Series 16).

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal, as a complete reformulation is necessary.

PD 705/13 (F)

**Pilot Project for the Conservation and Sustainable Management of
Timber Species from the Broadleaved Forests of Honduras (Honduras)**

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recognized the importance of the project in contributing towards the development of an inventory and monitoring system for traditional valuable timber forest species used by the community and private forest owners with a view to promoting silvicultural plans for the management and conservation of traditional forest species

However, the panel further observed that the proposal's origin and specific location were not clear, the social, economic and environmental aspects were only described superficially, and that links with local governments and rural communities were missing. The problem analysis was also very weak and the key problem was too basic, with none of the underlying causes, of which some were very vague, clearly matching it. The logical framework contains indicators that have no baseline to compare, and moreover do not match the outputs, which could be further confused for activities. In addition, these indicators lack specific qualitative and quantitative SMART descriptions. Moreover, the proposal is comprised of four seemingly unrelated specific objectives as mentioned under point 2.2.2, rather than one as mentioned in the logical framework, which could actually be construed as four different project proposals per se. As such, the Panel considered that the proposal did not properly follow the format in the ITTO manual, and many of its components were either weak, confusing or missing.

Given the above observations and recommendations and the importance of the intent of this project, the Panel was of the view that completely new proposals should be formulated in a participatory manner among all stakeholders for each one of the specific objectives, based on ICF's priorities, and submitted to ITTO according to the third edition of the ITTO Manual for Project Formulation 2009 (GI Series 13), and in particular to Chapter II and Appendix A. In addition, consider applying the ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests, and possibly the ITTO/IUCN Guidelines for Biodiversity conservation in Production Forests,. Also possibly deliberate the potential of bringing the proposal based on specific objective 2 forward to CITES itself, with a view towards seeking financing under the ITTO-CITES Program for Implementing CITES Listings of Tropical Timber Species

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal, as a complete reformulation is necessary.

PD 706/13 (F)

Contribution to the Implementation of a Participatory REDD+ Mechanism in the Mangrove Forests of Cameroon (Cameroon)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel acknowledged the relevance of the proposal which intends to contribute to poverty alleviation through the implementation of a participatory REDD+ mechanism in the sustainable management of mangrove forest areas while mitigating the effects of deforestation and degradation of mangrove forests in Cameroon. The Panel noted that there was not enough information on the Cameroon FCPF's Readiness Preparation Proposal (R-PP) in the origin and justification section (1.1). The ITTO priorities were referring to the Action Plan 2008-2011 instead of Strategic Action Plan 2013-2018. The scale of the map was not appropriate to have clear information on the project target area. The Panel also noted that the breakdown of primary stakeholders was not appropriately done as it was questioned why indigenous communities and women are not considered as part of communities. The Panel further noted that there was a lack of consistency between the problem tree and the logical framework matrix, while the vertical logic between the key problem and its direct causes was noticed. Thus, it was questioned how the five expected outputs could contribute to achieve the specific objective with the activities listed under each output. Furthermore, the Panel noted that the indicators of outputs were not specific, measurable, appropriate, realistic and time-bound (SMART). The Panel noted that there was not enough information on REDD projects, activities and/or actions implemented in Cameroon in order to draw lessons and get knowledge from them for the implementation of this project. The results and findings of the pre-project RED-PPD 051/11 Rev.1 (F) were not reflected in the implementation approaches and methods section (3.2). Finally, the Panel further noted that there was a need for some budget adjustments of the ITTO budget (by activity and by component).

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Include main relevant results and findings of the pre-project RED-PPD 051/11 Rev.1 (F) and from other projects dealing with REDD in Cameroon in the appropriate sections of the project proposal;
2. Improve the stakeholder analysis and related table of stakeholders in correlation with the appropriate comments included in the above overall assessment;
3. Adjust the problem analysis and related problem tree by improving the vertical logic regarding the key problem and its causes and sub-causes, while ensuring that it consistent with the logical framework matrix;
4. Subsequent to the above third recommendation, adjust the logical framework matrix accordingly and provide SMART indicators for each output, and appropriate means of verification and key assumptions, while ensuring the consistency with the problem analysis and problem tree;
5. Provide more information related to the project sustainability and show how the different categories of local populations will be organized in order to be involved in the project implementation and become autonomous after the project completion;
6. Subsequent to all above five specific recommendations, adjust the work plan;
7. Add the terms of reference of subcontractors in order to provide justification for their related costs;
8. Revise the ITTO budget in accordance with the above overall assessment and recommendations and also in the following way:
 - a) Include the master budget table following the ITTO format,
 - b) ITTO budget by component should be detailed at the level of sub-components as done for Yearly Consolidated Budget by component,
 - c) Reduce considerably the costs of project personnel and consumables, while the cost of the vehicle should be reduced to the costs not exceeding US\$35,000.00,,
 - d) Reduce significantly the budget regarding sub-contractors in relation to their related terms of reference,
 - e) Recalculate the ITTO Programme Support Costs (Sub-component 83) specified in the budget so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82); and

9. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

Category: 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the modified project proposal before it can commend it to the Committee for final appraisal.

PD 707/13 (F)

**Reforestation and Development Project for the Messa Mountain Range
(Cameroon)**

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel noted that the project proposal PD 707/13 (F) was identical to the previous project proposal PD 688/13 (F), in its most critical sections (stakeholder analysis, problem analysis and related problem tree, logical framework matrix) while minor information were added to some sections. The Panel also noted that project proposal PD 688/13 (F) was ex-ante evaluated and ranked as Category 4 by the Forty-fifth Expert Panel. Finally, the Panel noted that the project proposal PD 707/13 (F) was not a reformulated version, as recommended by the Forty-fifth Panel.

In this light, the Panel was of the view that the proponent did not comply with the overall assessment and conclusion of the Forty-fifth Panel asking for the previous project proposal to be reformulated. Therefore, the Panel cannot justify its commendation of this proposal for consideration by the Committee.

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal.

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel noted the importance of this project for contributing towards the achievement of sustainable tropical timber production in the South-Eastern region of Mexico through the transfer of the technology developed by INIFAP, to train primary producers, technical experts and service providers in the use of such technology for the successful establishment and management of forest plantations in Mexico, using the "learning by doing" method and developing an efficient technology transfer model. The Panel noted that the proposal is well laid out, that the origin of the project is clear, and that it is highly relevant to ITTO's objectives. It further noted that the proposal is the follow-up of a currently ongoing ITTO project PD 350/05 Rev.3 (F) "Production Systems and Integrated Management of Shoot-borers for the Successful Establishment of Meliaceae Plantations in the Yucatan Peninsula and Veracruz, Mexico". However, it also observed that a quite a few aspects of the proposal were unclear or missing and that background baseline information was lacking, particularly as regards the main outcomes of PD 350/05 Rev.3 (F) that result in the formulation of this proposal. As such, the Panel decided to provide the submitting agency with a detailed set of recommendations in order to further strengthen and enhance the proposal.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment and the following:

1. Provide greater background and/or baseline information, particularly as regards the main outcomes of PD 350/05 Rev.3 (F) that resulted in the formulation of this proposal. Further include a technical synthesis of the achievements of PD 350/05 Rev.3 (F);
2. Provide larger-scale descriptive and/or thematic maps of the project's region of influence, and in particular the locations of the participating Ejidos;
3. Further describe the complexity of the social situation, especially regarding the primary stakeholders which group together many different realities, rather than just considering them as a single group;
4. Focus on the real problem and its causes in the problem analysis and tree, such as the poorly managed Meliaceae plantations in the Yucatan Peninsula rather than just a lack of knowledge. Include an objectives tree;
5. Provide for a more precise description of the specific objective, as it is currently unclear;
6. Develop concrete outputs, as the current ones appear more to be activities. Further strengthen the Logical Framework and include SMART qualitative and quantitative indicators and means of verification, including those related to the impacts and outcomes of the project, to clearly visualize the before and after situations;
7. Provide a clearer description of the roles and contributions of the different institutions such as INIFAP, CONAFOR, GGAVATT, PROARBOL, CIR-SURESTE and the various Ejidos in the implementation of the project. Provide an inter-institutional organizational chart of the project highlighting the roles and contributions of all involved institutions and stakeholders;
8. Describe in detail the Technology Transfer Model, with a focus on plantation productivity and yield;
9. Provide detailed descriptions of all training components to be implemented by the project. Clearly indicate the technical topics to be covered, the target audiences and indicative number of participants, the number and duration of the courses, their importance and expected impacts among the communities;
10. Provide detailed terms of reference for all project personnel and sub-contracts to be covered by ITTO funds;

11. Review the overall detailed/itemized budgets by components and by activities and sources as these tables are apparently unlinked and do not correspond with each other. Justify the need for such high sub-contract, capital goods and others costs, or reduce the budget accordingly;
12. Adjust the costs for ITTO monitoring and review to US\$10,000 per year, only include US\$10,000 for ex-post evaluation, and recalculate the ITTO's Programme Support Costs so as to conform to the new standard of 12% of total ITTO project costs; and
13. Include an Annex which shows the recommendations of the 46th Panel and the respective modifications in tabular form. Modifications should also be highlighted **(bold and underline)** in the text.

C) Conclusion

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee.

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recognized the importance of the project in promoting the conservation and sustainable management of high-valued indigenous species in Sumatra such as Sumatran yew, Sumatran merbau, lesser-known non-timber forest products (NTFPs) producing species through the revitalization of the existing conservation program, and harvest and regeneration systems. The Panel also noted that the proposal had been formulated closely in accordance with the guidance of the ITTO Manual for Project Formulation.

However, the Panel noted that further improvements are needed to enhance the proposal, including more information on the geographical location of the target area; further elaboration on the social, cultural, economic and environmental aspects of the project site; efficient institutional arrangements; a clearer presentation of the development and specific objectives; and improvement of the risk assessment.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Improve the map of Sumatra Island by identifying the target areas and further elaborate the geographical location of the target area;
2. Further elaborate the social, cultural, economic and environmental aspects of the project site;
3. Improve the institutional set-up and organizational issues by specifying appropriate partners for project implementation and the roles of respective partners;
4. Redefine the statements of the development and specific objective by more clearly specifying their intended contribution;
5. Provide more information on the proposed establishment of *in-situ* and *ex-situ* conservation of selected species;
6. Improve the risk assessment by identifying specific risks beyond the control of project management;
7. Include an annex that shows the recommendations of the 46th Expert Panel and the respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text;

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

PD 711/13

Optimizing Forest Degradation Reduction Through Biodiversity Conservation and Community Empowerment in Bromo Tengger Semeru National Park (Indonesia)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel noted that the project aims at enhancing the biodiversity conservation of the Bromo Tengger Semeru National Park (BTSNP) located in East Java, Indonesia. The project strategies include the empowerment of local communities in the cultivation of bamboo, nuts and other non-timber forest products as well as the involvement of forest law enforcement.

In its assessment, the Panel has a fundamental difficulty with the proposal as it had been very poorly formulated. These include a very weak assessment of the social, cultural, economic and environmental aspects of the project without describing in sufficient detail socioeconomic baseline and issues in the project site; weak development of the stakeholder analysis with limited engagement of local communities; weak problem analysis without identifying a clear key problem; no supporting information and data on deforestation and forest degradation in the project site; lack of sufficient information on the potential of using bamboo and other non-timber forest products for income generation activities for local communities; incomplete presentation of the ITTO budget and no justification for the proposed many training courses; missing ITTO Project Monitoring and Administration component in the ITTO budget; and lack of detailed terms of references for each of the consultants engaged in project implementation.

In light of this, the Panel was of the view that the key elements of the project were poorly articulated in the proposal, as important information and data were either insufficient or missing in many sections and sub-sections. The Panel, therefore, could not recommend this proposal to the Committee.

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the Project proposal.

PD 712/13 (F)

Enhancing the Implementation of Landscape Management of Giam Siak Kecil-Bukit Batu Biosphere Reserve (GSK-BR) in Riau, Sumatra (Indonesia)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recognized that the project aims at enhancing the landscape management of the Giam Siak Kecil Bukit Batu Biosphere Reserve (GSK-BR) in the province of Riau of Sumatra with the support of Sinar Mas Forestry & Partners in the framework of Public-Private Partnership. The Panel also noted that there is an increasing need for the enhancement of institutional capacity and effective participation of local communities as the implementation of the current management plan of GSK-BR has not been fully operational. The Panel considered that Activity 3.6 (To initiate development of legal framework for the utilization of environmental services by the private sector) would be an interesting task contributing to the sustainability of the project.

However, the Panel noted a number of weaknesses in the design and formulation of the proposal. These include insufficient information on the target area; weak identification of the key problem; weak presentation of the logical framework matrix; weak engagement of local communities after project completion; and unclear stakeholders involvement mechanisms. With regard to the project budget, the Panel noted that a large amount of the ITTO budget was allocated for Project Personnel and considered this allocation should be reduced while increasing the counter part's contributions.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Provide a map showing the location of the project site in Riau Province;
2. Provide more information on the geographical area of the Giam Siak Kecil Bukit Batu Biosphere Reserve (GSK-BR) in Riau Province; Provide information on the concept of Biosphere Reserve under UNESCO MAB Programme;
3. Redefine the key problem to be addressed by the project. The current key problem appears as an effect rather than a key problem;
4. Improve the logical framework matrix by redefining the statement of the specific objective to ensure the effects to be achieved by the project; The indicators should be improved in SMART (Specific, Measurable, Appropriate, Realistic and Time-bound) way; Include the number of women to be engaged in the project activities as part of indicators if feasible;
5. Provide more information on the current legal framework for payments for environmental services in connection with Activity 3.6;
6. Review the work plan for the implementation of Activities 1.5-1.7, given the fact that that the adoption of the Integrated Strategic Management Plan (ISMP) will be taken up through a series of consultation workshops among key stakeholders;
7. Revise the project budget in the following way:
 - Scale down the provision allocated for the project personnel
 - Provide concise terms of references for each of the sub-contractors
 - Recalculate the ITTO Programme Support Costs (Sub-component 83) specified in the budget so as to conform with the new standard of 12% of the total ITTO project costs in accordance with the decision of the 48th Session of the ITTC; and
8. Improve the potential risk assessment by focusing on specific risks. The identified risk of "Inconsistent government policy on biosphere reserve development" is regarded as a national policy aspect rather than a project management aspect;

9. Improve the sustainability by describing the engagement of local communities after project completion;
10. Review the inclusion of a representative of NGOs in the Project Steering Committee (PSC) and elaborate the primary role of the PSC;
11. Provide more information on the current Management Coordination Board to ensure the effective participation of key stakeholders;
12. Include an annex that shows the recommendations of the 46th Expert Panel and the respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text;

C) Conclusion

Category 2: The Panel concluded that the proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised proposal before it can commend it to the Committee.

PD 713/13 (F)

Improving Local Participation in Sustaining Sandalwood (*Santalum Album Linn*) Resources in East Tenggara Province (Indonesia)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recognized the relevance and importance of promoting the effective participation of local communities in Sandalwood resources development and conservation in East Nusa Tenggara Province as a follow up to PD 459/07 (F) "Improving the enabling conditions for sustainable management of sandalwood forest resources in East Nusa Tenggara Province, Indonesia" that completed in December 2012. The Panel noted that the Provincial government has developed a Master Plan for Sandalwood Development Plan for next 20 years with the support of PD 459/07 (F) and that the establishment of Sandalwood is a priority issue that requires immediate actions by all district governments and related stakeholders.

However, the Panel felt that it was difficult to understand the real add value of the project in connection to the various outputs of PD 459/07 (F). The Panel noted that the origin should clearly elaborate how the project will build on the outputs of PD 459/07 (F) to ensure the avoidance of any duplication. The Panel further noted a number of weaknesses in the proposal including weak presentation of the social and environmental aspects of the project, unclear institutional set-up and organizational issues, lack of elaboration on the key problem to be addressed by the project, and lack of information on the current rules and procedures on the harvesting of Sandalwood. Regarding the ITTO budget, the Panel observed that a substantial amount is allocated for consultants and duty travel.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Improve the presentation of the map of East Nusa Tenggara Province in a large map by identifying the four target project sites;
2. Further improve the origin of the proposal by clearly specifying critical gaps in sustainable management of Sandalwood resources in East Nusa Tenggara Province to avoid any duplication with *PD 459/07 (F)*; Provide information on MoF strategic planning 2009-2014 highlighting Sandalwood as one of the priority species in plantations in East Nusa Tenggara Province;
3. Elaborate the expected contribution of the project in relation to the objectives of ITTA 2006;
4. Further improve the social aspects of the project site by elaborating the traditional knowledge in Sandalwood management, the role of women in Sandalwood resource development and conservation as well as local communities' rights to utilize Sandalwood trees occupying private or community lands;
5. Improve the economic aspects of the project by providing data on Sandalwood plantations, Sandalwood oil production and their export; Provide more information on the expected short and long-term benefits for income generation from Sandalwood plantations
6. Further elaborate on how to strengthen the institutional arrangements, in particular cooperation among relevant project partners including two international institutions in East Nusa Tenggara Province;
7. Further elaborate the key problem to be addressed by the project;
8. Provide more information on the current rules and procedures on the harvesting of Sandalwood to justify the Activity 1.2 (To review and simplify existing procedures for obtaining Sandalwood utilization permits);
9. Revise the project budget in the following way:
 - Scale down the provision of consultants engagement while considering increasing project activities relating to local communities;
 - Scale down the duty travel, in particular air ticket costs;

- Justify the provision allocated for the establishment of a model Sandalwood nursery;
 - Recalculate the ITTO Programme Support Costs (Sub-component 83) specified in the budget so as to conform with the new standard of 12% of the total ITTO project costs in accordance with the decision of the 48th Session of the ITTC; and
10. Include an annex that shows the recommendations of the 46th Expert Panel and the respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text;

C) Conclusion

Category 2: The Panel concluded that the proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised proposal before it can commend it to the Committee.

PD 715/13 (F)

Improving the Production, Conservation and Management of Forest Seeds in Benin (Benin)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recognized the importance of the project proposal in ensuring the supply of high quality seeds and seedlings for the forest rehabilitation and management in Benin. The Panel noted that the project proposal was well written and structured. The Panel also noted that there was a need to improve some sections and sub-sections of the project proposal on the following issues: geographical location (1.3.1) with the target project areas not clearly plotted in the map, and socio-economic and cultural aspects (1.3.2) not providing information and data on the level of human pressure on existing forests and also on gender issue. The Panel also noted that the top of the problem tree presented three effects of the key problem while only the first could be considered as the most appropriate effect for this key problem. The indicators of the second and third outputs were not specific, measurable, appropriate, realistic and time-bound (SMART) in the logical framework matrix. The Panel further noted that there was no information on the mechanism of the distribution of seeds in Benin, as well as on seeds market (selling and buying seeds in Benin). Finally, the Panel noted that the sustainability of the project was questionable due to the high portion of the budget for the payment of project permanent staff.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Add a detailed map in which the target project areas for the establishment of seeds facilities are plotted;
2. Further elaborate on the social aspects with additional information on the level of human pressure on existing forests and also on gender issues;
3. Further elaborate on the economic aspects with additional information on the seeds market by providing a rough estimate for anticipated revenues from seed sales, identifying buyers and describing the distribution of proceeds from the sale of seeds) and anticipated mechanism of distribution of seeds in the future in Benin;
4. Improve the problem tree by keeping only the first effect and adjust the solution tree accordingly;
5. Improve the logical framework matrix by including SMART indicators for the second and third outputs;
6. Further describe arrangements for project sustainability after completion;
7. Revise the ITTO budget in accordance with the above overall assessment and specific recommendations and also in the following way:
 - a) Reduce by half the costs related to project permanent staff (11.1, 11.2, 11.3, 11.4, 12.1, and 12.2) and also the costs of vehicle not exceeding US\$40,000.00,
 - b) Delete budget item 23 (construction of building premises) as it is in duplication with the budget item 41,
 - c) Recalculate the ITTO Programme Support Costs (Sub-component 83) specified in the budget so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82); and
8. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**).

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

PD 716/13 (F)

Mitigating the Impacts of Artisanal and Small-Scale Mining in the Gola Forest in Liberia (Liberia)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recognized the importance of conserving and managing sustainably and in a participatory manner the trans-boundary Gola Forest Block in West Liberia, which is under the pressure of mining activities. However, the Panel noted that the mining-related activities were developed in most sections and sub-section of this project proposal with very limited focus given to actual forestry activities. Therefore, the relevance to the ITTO objectives and priorities was questionable and was not fully justified with the information and data provided in different sections and sub-sections of this project proposal.

Given the above remarks and the importance of the intent of this project, the Panel was of the view that essential elements correlated to the forestry activities for the conservation and sustainable management of the trans-boundary Gola Forest Block are necessary and there is a need to reformulate this project proposal by focusing on forestry aspects.

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal.

PD 717/13 (F)

Enrichment of Young Forest Plantations with Selected NTFPs for Livelihood Improvement and Support of Forest Fringe Communities in Atwima Mponua District of Ghana, in order to Secure and Protect the Resources on a Sustainable Forest Management Basis (Ghana)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel acknowledged the importance of establishing community forest management and enterprises (CFME) in order to enrich young forest plantations with selected non-timber forest products (NTFP) in Atwima Mponua District of Ghana. However, the Panel noted that there were weaknesses in the following sections and subsections of the project proposal: project brief missing; target area and related geographical location, social, cultural, economic and environmental aspects not enough elaborated; outcomes after the project completion not appropriately elaborated; problem analysis not clearly elaborated with the key problem not clearly identified and described; logical framework matrix not well presented and missing key assumptions for all elements while indicators were not specific, measurable, appropriate, realistic and time-bound (SMART) for outputs; no updated information and data on the tenure agreement to be approved by the Forestry Commission of Ghana in the implementation approaches and methods; three budgets by component (ITTO, Executing Agency and Consolidated) put in one table; assumptions, risks and sustainability not elaborated, and Part 4 (implementation arrangements missing many sections while other sections not well elaborated.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Add the project brief at the beginning of the proposal document as required by the ITTO project formulation manual, as well as a complete list of abbreviations and acronyms;
2. Improve the target area and related geographical location, social, cultural, economic and environmental;
3. Improve the presentation of expected outcomes after project completion;
4. Improve the problem analysis and problem tree in relation to the stakeholder analysis while ensuring the appropriate vertical logic;
5. Subsequently redefine the development objective, specific objective and outputs, in accordance with the above improved problem analysis and related problem tree;
6. Improve the stakeholders analysis and related table of stakeholders by complying with the requirements of the ITTO manual for project formulation;
7. Adjust the logical framework matrix in correlation to the improved problem analysis and related problem tree while adding the appropriate key assumptions and SMART indicators, and deleting activities;
8. Adjust the work plan in relation to the above fourth, fifth, sixth and seventh specific recommendations;
9. Add a special section regarding the assumptions, risks and sustainability in relation to the adjusted logical framework matrix;
10. Provide updated information on the tenure agreement process with the Forestry Commission of Ghana, for the benefit of local communities;
11. Adjust the ITTO budget in line with the above overall assessment and specific recommendations and also in the following way:
 - a) Tables of budget by components and by source (Consolidated, ITTO & Executing Agency), deriving from the master budget, should be presented separately,
 - b) Recalculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on the sum budget items 10 to 82); and
12. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee.

PD 721/13 (F)

Building a Participatory and Inclusive Sustainable Forest Management Process for the Reduction of Deforestation and Forest Degradation in the Ixil Forest Areas of the Municipality of Nebaj, Quiché (Guatemala)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The panel noted the importance of this proposal aimed at reducing deforestation and forest degradation by seeking to develop a sustainable forest planning system and establishment of financial mechanisms derived from the management and conservation of resources and ecosystem services, through the development of a model for the Municipality of Nebaj, Quiché, that may also serve as a climate change adaptation strategy. As such, the proposal is very relevant to ITTO's objectives and priorities. Moreover, the Panel further observed that this proposal originates as an outcome of the completion of a prior ITTO pre-project in that same region, namely RED-PPD 006/09 Rev.2 (F) "Local REDDES programme for development and addressing climate change in Guatemala: Building social processes for sustainability".

However, it also observed that the proposal was oddly structured and that quite a few aspects, were unclear or missing and that background baseline information was lacking, particularly as regards the main outcomes of RED-PPD 006/09 Rev.2 (F) that resulted in the formulation of this proposal. As such, the Panel decided to provide the submitting agency with a detailed set of recommendations in order to further strengthen and enhance the proposal.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment and the following:

1. Re-edit the project proposal and incorporate all required components so as to conform to the format established in the ITTO manual. Make sure all abbreviations are included in the list, include a project brief, a detailed problem analysis, a problem tree, an objectives tree, a proper master budget by activities and detailed terms of reference for all project personnel and sub-contracts;
2. Provide greater background and/or baseline information, particularly as regards the main outcomes of RED-PPD 006/09 Rev.2 (F) that resulted in the formulation of this proposal. Further include a technical synthesis of the achievements of RED-PPD 006/09 Rev.2 (F). Also consider highlighting the many lessons learnt from the implementation of this pre-project relevant to this proposal's outputs.;
3. Provide larger-scale descriptive and/or thematic maps of the project's region of influence, and particularly one that highlights the 5,000 ha forest area subject of the project;
4. Further elaborate and strengthen the sections on the involvement of stakeholders, problem analysis, implementation strategy, social, cultural, economic and environmental aspects. Describe the complexity of the social situation, especially regarding the primary stakeholders which group together many different realities, rather than just considering them as a single group;
5. Develop concrete outputs, as the first output appears more to be an activity and the second and third outputs appear to be the one and the same and could be merged. Further strengthen the Logical Framework and include SMART qualitative and quantitative indicators and means of verification (avoiding percentages), including those related to the impacts and outcomes of the project, to clearly visualize the before and after situations, and specifying the concrete benefits to be obtained by the indigenous communities via the management of their forests;
6. Further develop the work plan to include realistic responsible parties in the implementation of the activities, such as communities themselves in activities such as establishment of good community forestry practices;
7. Provide detailed descriptions of all training components to be implemented by the project. Clearly indicate the technical topics to be covered, the target audiences and indicative number

of participants, the number and duration of the courses, their importance and expected impacts among the communities;

8. Provide detailed terms of reference for all project personnel and sub-contracts to be covered by ITTO funds. Properly justify the need for 3 sub-contracts and their intrinsic high costs and clearly describe their sub-components, and explain why no subcontract has been considered for the development of the forest management plan;
9. Develop a master budget by activities following the detailed format described in the ITTO Project Formulation Manual and sync it with the detailed budgets by components and sources, so that these correlate perfectly;
10. Consider scaling down the ITTO budget and provide a more equitable balance between the ITTO and counterpart contributions towards the overall budget, and, if possible, also seek additional counterpart contributions from the local governments and communities; and
11. Include an Annex which shows the overall assessment and recommendations of the 46th Panel and the respective modifications in tabular form. Modifications should also be highlighted **(bold and underline)** in the text.

C) Conclusion:

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee for final appraisal.

PD 723/13 (F)

Capacity Building for Strengthening Transboundary Biodiversity Conservation of the Taninthayi Range in Myanmar (Myanmar)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recognized the importance of this project for capacity building of the national institutions in Myanmar to enhance transboundary biodiversity conservation of the Taninthayi Range between Myanmar and Thailand. The Panel commended the initiative between the Ministry of Environmental Conservation and Forestry of Myanmar and the Royal Forest Department of Thailand in formulating this proposal. The Panel noted that the proposal was well structured in a logical way, taking into account lessons from the implementation of ITTO transboundary biodiversity conservation projects.

However, the Panel's primary concern was that the scale of the ITTO budget was very high, given the general budget scale of recent ITTO project proposals. In particular, the Panel had long discussions regarding the required detailed information to support such a high budget project proposal. In this regard, the Panel pointed out that some of the ITTO budget components should be clearly justified to make ensure the cost-effectiveness of the project. The Panel also noted that some of the indicators and means of verification in the logical framework matrix were not sufficiently identified. Moreover, the Panel observed that the project implementation arrangements were unclear as the expected roles of respective partners' were not clearly elaborated. Finally, the Panel recommended that project results should be disseminated to CBD forums as appropriately.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Improve the logical framework matrix by specifying more measurable indicators and appropriate means of verification to ensure the effective monitoring of the project implementation. The outputs and indicators should be improved in SMART (Specific, Measurable, Appropriate, Realistic and Time-bound) way;
2. Improve the implementation arrangements by clearly specifying the roles of respective partners in the implementation of the project activities to ensure the efficient and effective implementation of the project;
3. Provide more justification to the following budget items:
 - the proposed M.Sc fellowship and diploma course for wildlife conservation and field biology in India
 - the purchase of project vehicles (4-door pick-up)
 - the purchase of a large format inkjet for map printing and satellite imageries
 - the training cost for software
 - the purchase of equipment for labs and survey facilities
4. Review the ITTO budget with a view to reducing the overall scale;
5. Strengthen the dissemination of project results by including their regular reporting to the CBD under the framework of the ITTO/CBD Collaboration on Forest Biodiversity Conservation;
6. Include an annex that shows the recommendations of the 46th Expert Panel and the respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

PD 724/13 (F)

Guidelines for the Management of Tara (*Caesalpinea Spinosa*) Plantations and the Rehabilitation of Waste Lands in the Sub-Humid Tropics of the Coastal Region of Peru (Peru)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The panel noted the importance of this Small Project proposal aimed at developing guidelines for SFM and the rehabilitation of degraded and marginal lands in the Peruvian coastal region as a strategy for climate change mitigation and improvement of the living standards of the rural population.

As such, the proposal is highly relevant to ITTO's objectives and priorities. The Panel also noted that the proposal fully followed the format described for Small Projects in the ITTO Manual on Project Formulation. Moreover, the Panel further observed that this Small Project proposal originates as an outcome of the completion of a prior ITTO pre-project in that same region, namely project PD 583/10 Rev.1 (F) "Restoring Sub-Humid Ecosystems in Southern Peru through Reforestation with Tara - *Caesalpinea spinosa*", which has proven to be highly beneficial from an environmental and socioeconomic viewpoint after reforesting waste land areas that previously had no economic or environmental value with Tara trees. However, it also observed that the proposal was lacking background baseline information, particularly as regards the main outcomes of PD 583/10 Rev.1 (F), which resulted in the formulation of this proposal. Moreover, the Panel further considered it would be premature to develop additional guidelines for agroforestry systems, as currently minimal research had been carried out as regards agroforestry systems with Tara in that region.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Consider focusing solely on the development of guidelines for the sustainable management of Tara Plantations, as more time and research would be required to develop guidelines for the associated agroforestry systems;
2. Reassess the output 3 in line with the previous recommendation and include SMART qualitative and quantitative indicators and means of verification in the logical framework matrix;
3. Adjust the costs for ITTO monitoring and review to US\$6,000 per year, eliminate the cost included for ex-post evaluation as it is not required for Small Project proposals, but add ITTO's Programme Support Costs so as to conform to the new standard of 12% of total ITTO project costs; and
4. Include an Annex which shows the overall assessment and recommendations of the 46th Panel and the respective modifications in tabular form. Modifications should also be highlighted **(bold and underline)** in the text.

C) Conclusion:

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

PD 725/13 (F)

Rehabilitation of Degraded Forest Land in the Ahua Forest Reserve by the Women Members of Association Malebi in Compensation for the Forest Resources Removed to Meet the Need for Fuel Wood (Charcoal and Fire Wood) (Côte d'Ivoire)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recognized the relevance of this small project elaborated by women gathered in an association called MALEBI for their contribution to the rehabilitation of the AHUA Forest Reserve (AFR), in order to shift from the status of persons consuming raw wood for charcoal production to that of persons contributing to raise the level of forest resources through rehabilitation activities implemented in AFR.

However, the Panel noted that the proposal contained a number of weaknesses. These include the following: conformity with the ITTO priorities was not enough elaborated; stakeholders analysis without clear information on the target and beneficiary groups and on how they would benefit from the project; weak problem analysis and problem tree; characterized by the lack of clear vertical logic between the key problem and one of its direct causes; some implementation approaches and methods were questionable such as the land clearance prior to the establishment of agroforestry plantations contributing to the rehabilitation of the AHUA Forest Reserve, as well as the lack of information on the involvement of other stakeholders; and information on key project implementing team members not sufficient.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Improve the section dealing with the conformity with the ITTO priorities (1.2.1) by adding appropriate strategic priority in the ITTO Strategic Action Plan 2013-2018;
2. Further elaborate the stakeholder analysis (2.1.2) with the insertion of appropriate information regarding the target and beneficiary groups and on how they would benefit from the project;
3. Improve the problem analysis and the problem tree (2.1.3) by amending appropriately the first cause (lack of forest seeds and seedlings for implementing forest rehabilitation activities in the AHUA Forest Reserve by women members of the Malebi Association) of the key problem;
4. Subsequent to the third specific recommendation, appropriately redefine the output correlated to the first cause of the key problem;
5. Subsequent to the third and fourth specific recommendations, readjust the objective tree accordingly;
6. Revise the implementation approaches and methods section (3.3), in relation to the problem analysis and problem tree, by using appropriate land preparation techniques more environmental friendly than land clearance for agriculture purpose and also by adding information on the the involvement of their stakeholders;
7. Add information on the key project implementing team members; and
8. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee.

PPD 166/13 Rev.1 (F)

Improving the Fuel Wood Supply through the Provision of Support to the Development of Forest Plantations in the Mokolo, Maroua and Kaelé Municipalities in the Sahelian Part of Cameroon (Cameroon)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel acknowledged that the proponent has made efforts to address most of the overall assessment and specific recommendations of the Panel made at its Forty-fifth meeting. However, the Panel noted there were still a need to improve some sections and sub-sections dealing with the following issues: the demand aspects and correlated consumption elements (save fuel wood consumption) were not explained in the preliminary problem identification section in relation to the demographic growth in the target project area; information on previous forest plantations establishment; correlation between the technical studies and intended project; duration not consistent in different sections of the project (4 or 6 months); terms of reference not explicitly explaining how the proposed studies will support the formulation of a full project proposal.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. The preliminary problem identification section (2.2) should be further improved by adding relevant information on fuel wood demand correlated to the demographic growth of the intended project target area, while taking into account appropriate elements which could contribute to reduce the fuel wood consumption;
2. The section on the approaches and methods (3.3) should be further improved with appropriate explanation on how the studies to be conducted under the pre-project first output could contribute to achieve the second output of the pre-project (elaboration of a project proposal), while taking into account aspects regarding reducing fuel wood consumption in correlation with the objective of the intended project;
3. Adjust the duration of the pre-project to 6 months in the Work Plan, budgets and in all relevant sections and sub-sections;
4. Subsequent to the above recommendation 3, improve the terms of reference of studies to be carried out by consultants with the inclusion of elements explicitly explaining how the proposed studies can support the project proposal formulation phase;
5. Readjust the ITTO budget in accordance with the above overall assessment and specific recommendations and also in the following way:
 - a) Reduce by half the costs of capital goods,
 - b) Recalculate the ITTO Programme Support Costs (Sub-item 83) specified in the budget so as to conform with standard rate of **12%** of the total ITTO pre-project costs; and
6. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

PPD 169/13 (F)

Identification of a Project for the Reforestation and Management of the Large Ndjock-Lipan Forest Complex in the Bondjock, Department of Nyong Et Kéllé, Central Cameroon (Cameroon)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recognized the relevance of the proposal, dealing with the reforestation and management of the Ndjock-Lipan Forest Complex, Department of Nyong et Kelle, Central Cameroon. The Panel noted that the pre-project's origin did not provide clear explanation on the need to implement a pre-project for the identification and elaboration of a full project proposal, as there was no clear indication of what additional information and/or data should be gathered to support the project identification, design and/or formulation. The Panel also noted that the conformity with the priorities of ITTO Action Plan was referring to the Action Plan 2008-2011 instead of the Strategic Action Plan 2013-2018. The Panel further noted that the preliminary problem identification was not focused to the identified key problem that will be addressed by the intended project, to be formulated through this pre-project. There was no information on lessons and knowledge accumulated through the implementation of ITTO projects dealing with reforestation and forest management in the Central Region of Cameroon. Furthermore, the Panel noted that there was no explanation, in the approaches and methods section (3.3), justifying the need to conduct socio-economic, mapping, ecological and environmental studies. Finally, the Panel noted that the lack of relevant information in the approaches and methods section did not allow clear justification for most components of the ITTO budget and also for its total amount which was considered as too high.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Improve the origin and justification of the pre-project by adding relevant information indicating clearly the additional information and/or data that needs to be gathered to support the project identification, design and/or formulation;
2. Correct the conformity with ITTO priorities by referring to the ITTO Strategic Action Plan 2013-2018 which was approved by the Forty-eighth ITTC Session in November 2012;
3. Improve the preliminary problem identification by getting it focused to the identified key problem to be addressed by the intended project, while referring to the lessons and knowledge from relevant ITTO projects implemented in the central Region of Cameroon;
4. The section on the approaches and methods should be improved with appropriate explanation justifying the need to conduct socio-economic, ecological and environmental studies and mapping;
5. Subsequent to the above fourth recommendation, improve the terms of reference of studies to be carried out by consultants;
6. Readjust the ITTO budget in accordance with the above overall assessment and specific recommendations and also in the following way:
 - a) Redo and reduce the ITTO budget in correlation to all above recommendations and for a total amount less than US\$100,000.00,
 - b) Recalculate the ITTO Programme Support Costs (Sub-item 83) specified in the budget so as to conform with standard rate of **12%** of the total ITTO pre-project costs (on budget items 10 to 82); and
7. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

Category 2: The Panel concluded that the pre-project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised pre-project proposal before it can commend it to the Committee.

PPD 170/13 (F) Reducing Deforestation and Degradation and Promoting Environmental Services through Enrichment Planting, Reforestation and the Establishment of Forest Parcels Using Valuable Plants Species in the Forest Areas of Ngambé Tikar, the National Reserve Mpen-Djim and Adjacent Fmus 08006, 08008, 08009, in Pursuance of Poverty Alleviation Objectives in the Mbam and Kim Department, Central Region of Cameroon (Cameroon)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recognized the importance of the proposal aiming at contributing to address the needs for high value indigenous species for activities related to reducing deforestation and forest degradation while promoting environmental services in the Mbam and Kim Department, Central Region of Cameroon. The Panel noted that the pre-project's title was lengthy and lacking focus in relation to the objective of the intended project to be prepared through the implementation of this pre-project. The Panel also noted that the conformity with the priorities of ITTO Action Plan was referring to the Action Plan 2008-2011 instead of the Strategic Action Plan 2013-2018. The Panel further noted that the preliminary problem identification was not focused as the key problem, that the intended project will contribute to address, was not clearly identified and described. There was no information on lessons and knowledge accumulated through the implementation of ITTO projects dealing with reforestation and forest management in the Central Region of Cameroon. Furthermore, the Panel noted that there was no clear explanation, in the approaches and methods section (3.3), justifying the need to conduct the workshops and studies for the identification and elaboration of a full project proposal, as there was no clear indication of what additional information and/or data should be gathered to support the project identification, design and/or formulation. Finally, the Panel noted that there was a need to readjust some budget components and sub-components, and also to reduce the total amount which was considered as too high.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Improve the title of the pre-project by shortening it and getting it reflecting the specific objective of the intended project;
2. Correct the conformity with ITTO priorities by referring to the ITTO Strategic Action Plan 2013-2018 which was approved by the Forty-eighth ITTC Session in November 2012;
3. Improve the preliminary problem identification by getting it focused to the identified key problem to be addressed by the intended project, while referring to the lessons and knowledge from relevant ITTO projects implemented in the central Region of Cameroon;
4. The section on the approaches and methods should be improved with appropriate explanation justifying the need to conduct the workshops and socio-economic, mapping, ecological and environmental studies;
5. Subsequent to the above fourth recommendation, improve the terms of reference of workshops and studies to be implemented by this pre-project for the formulation of the intended project;
6. Readjust the ITTO budget in accordance with the above overall assessment and specific recommendations and also in the following way:
 - a) Redo and reduce the ITTO budget in correlation to all above recommendations and for a total amount not exceeding US\$100,000.00,
 - b) Recalculate the ITTO Programme Support Costs (Sub-item 83) specified in the budget so as to conform with standard rate of **12%** of the total ITTO pre-project costs (on budget items 10 to 82); and
7. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

Category 2: The Panel concluded that the pre-project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised pre-project proposal before it can commend it to the Committee.

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel stressed the importance of this pre-project proposal so as to gather information on the on the reproduction of Dalbergia species, which currently is very limited, even though a large number of native species of the Dalbergia genus from tropical areas currently fall into one endangered species category or another. As such, this pre-project seeks to develop a reproduction protocol for Dalbergia species in order to ensure the large-scale production of plants and thus address, in the short term, the problem of biodiversity loss in the tropical areas of the state; further promote a local economy development mechanism in the medium term; and implement a local raw material supply system for the guitar manufacturers of Paracho in the long term.

However, it observed that many aspects of the proposal were vague or missing, and that it actually did not conform to the required format of a Pre-project, as none of its specific objectives, activities and outputs were geared towards the formulation of a project proposal. Moreover, while the proposal is highly relevant to the ITTO's objectives, the problem analysis was not clear, stakeholders involved were not stated, and the work plan did not mention the parties responsible for each of the activities. Furthermore, the budget was unclear, as the costs of most items such as personnel, duty travel and others were only covered for the first quarter of the 12-month proposal, and apparently no counterpart funds at all were included.

Given the above observations and recommendations and the importance of the intent of this proposal, the Panel was of the view that a completely new proposal in the form of a Small Project should be formulated in a participatory manner among all stakeholders and submitted to ITTO according to the third edition of the ITTO Manual for Project Formulation 2009 (GI Series 13), and in particular to its Chapter III and Appendix A, and the ITTO Guidelines for the Selection and Employment of Consultants, Procurements and Payments of goods and Services (GI Series 16). In addition, consider applying the ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests in such a project, and also possibly deliberate the potential of bringing this proposal forward to CITES itself, with a view towards seeking financing under the ITTO-CITES Program for Implementing CITES Listings of Tropical Timber Species

C) Conclusion

Category 4(a): The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal because a complete reformulation is needed in the form of a Small Project Proposal.

PPD 176/13 (F)

Identification and Planning of Measures for the Sustainable Management of the Forest Estate Owned by Individuals in Togo (Togo)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recognized the importance of the proposal which intends to identifying and planning measures for the sustainable management of the forest estate owned by individuals in Togo. The Panel noted that the pre-project's origin did not provide enough information on the FAO Project TCP/TOG/3203 regarding the private forest estate in Togo. The conformity with the priorities of ITTO Action Plan was referring to the Action Plan 2008-2011 instead of the Strategic Action Plan 2013-2018. The implementation arrangements (Part 4) did not provide sufficient information. Finally, the Panel noted that there was some confusion on the duration of the permanent personnel (coordinator, financial and administrative officer, driver) in relation to the duration of the pre-project.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. Improve the origin and justification of the pre-project (1.1) by adding information and lessons from the FAO Project TCP/TOG/3203;
2. Correct the conformity with ITTO priorities by referring to the ITTO Strategic Action Plan 2013-2018 which was approved by the Forty-eighth ITTC Session in November 2012;
3. Readjust the ITTO budget in accordance with the above overall assessment and specific recommendations and also in the following way:
 - a) Adjust the ITTO budget in correlation to all above recommendations and overall assessment,
 - b) Recalculate the ITTO Programme Support Costs (Sub-item 83) specified in the budget so as to conform with standard rate of **12%** of the total ITTO pre-project costs (on budget items 10 to 82); and
4. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel considered the modifications contained in the revised project proposal in response to the overall assessment and each of the specific recommendations made by the Forty-fifth Panel.

It is the opinion of the Panel that the revision made is satisfactory in respect of most of the specific recommendations including on the project title, relevant baseline information, project purpose, economic aspects, project outcomes, stakeholder analysis, problem analysis, logical framework matrix, silvicultural technologies, allocation of land, financing schemes, certification, project budget, and implementation arrangements.

However, the Panel was of the opinion that the revised map of the project is not much an improvement over the previous version while Section 2.1.1 is void of any issue and assessment of the adequacy of the existing institutional capacity and organizational set-up and resembles what should appropriately be presented under Part 4: Implementation Arrangements. The reformulation of the proposal into two parts is not adequately reflected by the inclusion of Specific Objective 2 in Figure 2 which requires appropriate description and explanation. The sub-section on dissemination of project findings under Section 3.2 has not been adequately strengthened particularly on the aspect of knowledge management. The presentation of the workplan can also be enhanced to improve its legibility. Although comprehensive, the presentation of master budget schedule can be improved in accordance with the format in Table 8 of the ITTO Manual.

B) Specific Recommendations

To further enhance the proposal, the Panel recommended that it be further revised in accordance with the overall assessment above and the following specific recommendations:

1. Improve the project map;
2. Strengthen Section 2.1 of the proposal by including the issues and assessment of the adequacy of the existing institutional capacity and organizational set-up;
3. Provide adequate description and explanation of the inclusion of Specific Objective 2 in Figure 2;
4. Strengthen the sub-section on dissemination of project findings under Section 3.2 with an elaboration of the aspect on effective communication and knowledge management;
5. Refine the workplan to improve its legibility;
6. Present the master budget schedule in full accord with the format in Table 8 of the ITTO Manual;
7. Include an Annex which shows the overall assessment and recommendations of the 46th Panel and the respective modifications in tabular form. Modifications should also be highlighted **(bold and underline)** in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

PD 714/13 (M)

**Establishment and Strengthening of Timber Transport Monitoring
and Control Posts in the Province of Darien (Panama)**

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel noted that the proposal is about establishing and strengthening timber transport monitoring and control posts in order to contribute to combating illegal logging as well as the transport of illegal timber in the domestic and international markets. It was further noted that as a follow-up to the approved ITTO project PD 602/11 Rev.3 (F) – Tropical Forest Governance in the Region of Darien, Panama which is pending financing, the proposal is composed of only one output and three activities to be implemented over a period of 15 months at a total cost of US\$610,975 with the ITTO budget amounting to US\$463,680 and comprising a substantial component on sub-contract to the tune of US\$375,000 for the construction of five monitoring and control posts.

In its assessment, the Panel has a fundamental difficulty with the proposal being conceived not as a full-fledged project but merely an activity devoted almost entirely to the construction of the five monitoring and control posts. Even so, the description, explanation and justification for the construction and maintenance of these posts and their specific role in combating illegal logging and the transport of illegal timber have not been presented, particularly on how critical will the impact be on the efforts to rein in illegal logging and the transport of illegal timber if the posts were not constructed.

The Panel noted that the proposal suffers from several deficiencies including incomplete acronyms, project map, expected outcomes, duration, institutional set-up and organizational issues, stakeholder analysis, problem analysis, problem tree, solution tree, logical framework matrix, outputs and activities, implementation approaches and methods, budget, assumptions and risks and implementation arrangements. However, in view of its fundamental difficulty with the manner in which the proposal has been conceived, the Panel was of the view that it could not commend the proposal to the Committee.

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the Project proposal. Justification should be given to the proponent and the Committee (e.g. complete reformulation is necessary; in case of rev.2 Project proposals; Project not relevant; Project with insufficient information, etc.)

PD 718/13 (M)

Capacity Building for the “Los Chejes” Joinery in Uaxactún to Improve its Market Share and Facilitate the Replication of its Model in Petén (Guatemala)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recognized that the aim of this small project is to strengthen the “Los Chejes” joinery's capacity in Uaxactún to increase its share of the market and facilitate the replication of its model in Petén, Guatemala and to improve the livelihood of the Uaxactún community.

However, the Panel noted that the overall formulation of the proposal lacks essential information, particularly in some important sections such as problem analysis, development objective and specific objective, budget and arrangement for implementation.

The Panel also noted that the proposal did not follow the format and requirements of the ITTO Manual for Project Formulation and some parts such as the output, activities and inputs, strategic approaches and methods, and indication of how the joinery can be sustained upon project completion.

The Panel also noted that the problem analysis was very weak and the problem analysis lack consistency and logic between the causes, problems and effects and the key problem was not clearly identified. The problem analysis needs to be significantly improved and reformulated.

The Panel also noted that the specific objective was not well formulated based on the weak problem analysis and its indicators had not closely reflected the impact and outcome of the project. Moreover, outputs and activities were incoherent with the project objectives and outcomes.

The Panel also noted that the design for outputs and activities was weak as the three outputs appeared confusing and lack logical links with the development and specific objectives. Activities which were missing from this part but appeared in the workplan seemed not specific and feasible. Furthermore, the role of OMYC as the EA in implementing the project needs to be clarified.

The Panel also noted that the budget was not well formulated and needs significant reformulation. Some items such as joinery manager and assistants as well as the EA's management cost should not be included into ITTO budget.

The Panel also noted that the implementation arrangements were weak and did not closely follow the ITTO Manual for Project Formulation including the EA and its partners, project management team, PSC establishment and reporting and monitoring. Particular clarification should be provided on the relationship between OMYC as the EA and WCS as its collaborating agency for this project. Meanwhile, more information of OMYC and WCS, particularly their expertise and experiences in implementation of projects, should be clearly elaborated.

Nevertheless, the Panel appreciates the potential of this project and encourages the proponent to reformulate the proposal by taking into account the above comments.

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal.

PPD 174/13 (M)

Community Forest Governance Model as a Climate Change Adaptation Strategy in the José María Morelos Ejido (Mexico)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recognized that the aim of this pre-project is to implement a set of institutional arrangements and incentives (IA&I) conducive to Community Forest Governance (CFG) in the JMM Ejido, Municipality of Tomatlán, Jalisco. However, many critical incoherencies and weaknesses existed in the pre-project proposal.

The Panel noted that this proposal seemed more like a full project proposal rather than a pre-project in terms of pre-project design, justification, intervention, budget and implementation approach. Furthermore, the Panel also noted that the overall formulation of the proposal was poor and did not strictly follow the ITTO Manual for Project Formulation.

The Panel also noted that the stakeholders and problem analyses were very weak and not clearly elaborated. The problem analysis lack consistency and logic between the causes, problems and effects and the key problem was not clearly identified. The analyses for stakeholders and problems need to be significantly improved and reformulated.

The Panel also noted that the development objective and specific objective were not well formulated due to weak analyses for stakeholders and problems. The development objective was too specific and incoherent while the specific objective was imprecise. Moreover, the indicators for development objective and specific objective were totally missing.

The Panel also noted that the outputs and activities were too ambitious for a pre-project and appeared incoherent and lack of logical links between objectives, outcomes, outputs and activities.

The Panel also noted that the budget was too high for a pre-project and did not appropriately follow the ITTO format (\$100,000). The personnel cost comprised almost 60% of the total budget, while the budget for activities accounted a small proportion. In addition, there were too many budget arrangements for capital items and it's convoluted for the procurement of a vehicle for a pre-project. The EA's management cost should be excluded from ITTO budget. Therefore, the budget section of the pre-project proposal needs significant reformulation.

The Panel also noted that the following implementation arrangements were weak and did not follow the ITTO Manual for Project Formulation and more information on the EA and its collaborating agencies, particularly their expertise and experiences in implementation of projects should be clearly elaborated.

B) Conclusion

Category 4: The Panel asked the proponent to reformulate the proposal and therefore concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal.

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel considered the modifications contained in the revised project proposal in response to the overall assessment and each of the specific recommendations made by the Forty-fifth Panel. It was the opinion of the Panel that the revision made is satisfactory in respect of most of the specific recommendations including on project title, project site map, origin, relevant and conformity to ITTO Strategic Action Plan 2013-2018, target area, problem analysis, related budget, sustainability and stakeholder involvement.

However, it was felt that the retention of the reference to the ITTO Action Plan 2008-2011 is no longer necessary following the inclusion of the reference to the ITTO Strategic Action Plan 2013-2018. In spite of the revision made, Section 2.1 is still void of any issue and assessment of the adequacy of the existing institutional capacity and organizational set-up and resembles what should appropriately be presented under Part 4: Implementation Arrangements. There are also a number of typing errors in the problem tree while the impact indicators should have been made more concise within a longer time frame. Appropriate gender specific indicators should be included in the logical framework matrix. Although comprehensive, the master budget schedule is not presented in accordance with the format in Table 8 of the ITTO Manual.

B) Specific Recommendations

To further enhance the proposal, the Panel recommended that it be further revised in accordance with the overall assessment above and the following specific recommendations:

1. Delete the reference to ITTO Action Plan 2008-2011;
2. Strengthen Section 2.1 of the proposal by including the issues and assessment of the adequacy of the existing institutional capacity and organizational set-up;
3. Correct the errors in the problem tree;
4. Refine the impact indicators within a longer time-frame;
5. Include appropriate gender specific indicators in the logical framework matrix;
6. Present the master budget schedule in full accord with the format in Table 8 of the ITTO Manual.
7. Include an Annex that shows the overall assessment and recommendations of the 46th Panel and the respective modifications in tabular form. Modifications should also be highlighted **(bold and underline)** in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel took note that proposal has been revised in accordance with recommendations provided by the 45th Expert Panel in order to integrate the forest, the industry, and the market. Nonetheless, the Panel felt that improvement in some aspects of the proposal is needed. In particular, clarity on the definition of production-change covered by the project's scope has to be highlighted in the Origin and Problem analysis.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. In Section 1.4 Expected outcomes at project completion, include the time-bound elements into the overall expected outcomes;
2. In Section 2.1.2 Problem analysis, reformulate the relation cause and effect to reflect their alignment;
3. In Section 3.1.1 Outputs, clarify the definition and the boundary of 'a forest industry and trade information system';
4. In Section 3.2 Implementation approaches and methods, add more information on how the approaches and methods be implemented to reach the project's objectives and expected benefits;
5. In Section 3.4 Budget, lower the proportion of personnel budget allocation below 50%;
6. In Section 3.5.2 Sustainability, provide the project's exit strategies in term of financial and institutional aspects;
7. In Section 4.3.1 Dissemination of project results, improve the elaboration by highlighting on how the dissemination of the result will be carried out and by what means; and
8. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with the incorporation of amendments.

PD 709/13 (I)

Enhancing Bali Wooden Handicraft Industry by Improving the Quality of Planted-Wood Raw Materials and Comply to Legality Standard (Indonesia)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel acknowledged the relevance of the proposal to Indonesia and the importance to promote the presence of ITTO in Bali Island in particular. The panel also noted that the proposal arises and builds on the results of previous successful ITTO projects, focusing on plantation establishment of indigenous tree species for small-scale wooden handicraft industry in Bali Island. However, clearer explanations of several aspects of the proposal are needed in order to effectively achieve the project's objectives. Involvement of private sector needs to be highlighted, as well as benefits received by implementing TLAS, and environmental impacts on plantation establishment, why more plantations are needed, and to what extent the wood processing facilities will be developed.

B) Specific Recommendations

The proposal should be revised taking into account the overall assessment **and** the following:

1. In the Map of Project Area, specify the project's sites;
2. In Section 1.3.2 Social, cultural, economic and environmental aspects, expand the elaboration of these aspects, including additional information on demographics;
3. In Section 1.4 Expected outcomes at project completion, include the time-bound elements into the overall expected outcomes;
4. In Section 2.1.1 Institutional set-up and organizational issues, add information on capacity of each institution involved;
5. In Section 2.1.2 Stakeholder analysis, describe how the impacts of the previous ITTO projects to the stakeholders;
6. In Section 2.1.3 Problem analysis, reformulate the problem analysis to the extent that the main problem encountered will be clearly depicted. Consequently, refine the Problem Tree, Objective Tree and the Logical framework matrix.
7. In Section 2.2.1 Development objective and impact indicators, reformulate into more concise and clearer sentence;
8. In Section 3.1.2 Activities, rephrase into more specific/targeted activities. The current activities statements are considered too general;
9. In Section 3.2 Implementation approaches and methods, add explanation on stakeholder participation and gender issues related to the project implementation;
10. In Section 3.2, describe the anticipated incentive program for TLAS.
11. In Section 3.4, reduce budget allocation for personnel and clarify the provision of land (renting or purchasing), and clarify the 'miscellaneous' in each output of the Master budget;
12. In Section 3.5.1 Assumptions and risks, describe on how to monitor the risks. Discuss also on financial feasibility of the established plantation;
13. In Section 3.5.2 Sustainability, improve the elaboration on sustainability into clearer exit strategies, particularly in regards to financial and institutional aspects;
14. In Section 4.1 Organization structure and stakeholder involvement mechanism, add elements of key personnel, their responsibility and their relationship with target groups, and establish a

consultative group among stakeholders. Add the representative of private sector in the steering committee members;

15. In Section 4.2 Reporting, review, monitoring and evaluation, revise this section in accordance with ITTO's SOP; and
16. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 2: The Panel concluded that the proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised proposal before it can commend it to the Committee.

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recognized that the aim of this small project is to promote associative principles and improve the quality of timber products through organized carpentry businesses in Region VII (Huehuetenango-Quiché), which requires good administration of resources, improved technical know-how in terms of new designs and furniture types, market intelligence, learning and implementation of new skills, and basic equipment to guarantee better product quality and cost reductions for consumers. The Panel noted that the project proposal is in conformity with the ITTO objectives and priorities.

However, the Panel noted a number of weaknesses in relevant sections and sub-sections, especially the project origin, expected outcomes, the stakeholders and problem analysis, specific objective and indicators, outputs and activities, strategic approach and methods, the project budget, and implementation arrangements.

The Panel was of the view that, in order to increase the chance of a successful project, the proposal should be modified and further reviewed so as to incorporate the recommendations detailed as below.

B) Specific Recommendations

1. Explain clearly the role of ACMEFAR for this carpenter group;
2. Indicate the name of departments and capitals in the map;
3. As a small project, the expected outcomes were too ambitious and should be more focused;
4. Improve the stakeholder analysis by providing a summary and including the government institutions such as INAB. Furthermore, it's not appropriate for the ACMEFAR as the EA to be the first primary stakeholder;
5. Restructure the problem analysis with a clear key problem and logical links between causes, key problem and effects;
6. Revise the specific objectives according to the ITTO manual, in line with the project key problem and the development objectives;
7. Refine the indicators for development objective and specific objectives with more S.M.A.R.T and quantitative elements;
8. Reformulate the outputs and activities in line with the problem analysis and the objectives and improve the balance between the outputs;
9. Reorganize the activities according to the modified problem analysis and outputs and describe the details of training programs;
10. Rearrange the workplan according to the modified problem analysis and outputs and activities;
11. Clarify the budget for "technical training infrastructure" of item A 2.1, "CNC machine" of item A 2.4 and "attendance to international fairs" of item A 3.3. Reallocate "trainer specialized in the field" according to the work plan;
12. Provide clear elaboration on the role of ACMEFAR for this project and the information on expertise and experiences in implementing similar projects;
13. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee for final appraisal.

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel recognized that the aim of this small project is to implement a program of support for the member community forest industries of Asilvo Chancol and Awun Te through the provision of technical, administrative and business management training with the participation of technical personnel and the Associations' members. The Panel noted that the project proposal is in conformity with the ITTO objectives and priorities.

However, the Panel noted a number of weaknesses in relevant sections and sub-sections, especially the expected outcomes, the stakeholders and problem analysis, indicators of development objective and specific objective, outputs and activities, the project budget, and implementation arrangements.

The Panel was of the view that, in order to increase the chance of a successful project, the proposal should be modified and further reviewed so as to incorporate the recommendations detailed as below.

B) Specific Recommendations

1. The project should focus on "formalization of two community forest industry associations";
2. As a small project, the expected outcomes were too ambitious and need to be streamlined;
3. Improve the stakeholders analysis with more information on links between the EA and the relevant communities; Furthermore, it's not appropriate for the ACMEFAR as the EA to be the first primary stakeholder;
4. Restructure the problem analysis with a clear key problem and logical links between causes, key problem and effects;
5. Revise the indicators for development objective and specific objectives more S.M.A.R.T which are specific, measurable, precise and concise;
6. Reformulate the outputs and activities in line with the problem analysis and the development and specific objectives and reduce the number of outputs and activities.
7. For Activity 4.3, one administrative manual is more than enough to be produced for the overall management of the two associations.
8. The consultancy service should be needed in implementing training course on the operation and management of the existent equipment, taking into account it is key skill needed to implement an acceptable production system;
9. Rearrange the workplan according to the reformulation of the outputs and activities;
10. Revise the ITTO budget by significantly reducing the percentage of personnel and the number of consultants;
11. Description of Output 1 in the Master Budget table should be closely related to that mentioned in Section 3.2; Budget sub-items 151 and 152 should be reallocated to other items;
12. Provide more elaboration on implementation arrangements, including the information on expertise and obligation in implementation of this project;
13. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 2: The Panel concluded that the project proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised project proposal before it can commend it to the Committee for final appraisal.

PD 722/13 (I)

Capacity Building on Reduced Impact Logging (RIL) in Dry Inland Forest in the Permanent Forest of Peninsular Malaysia (Malaysia)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel acknowledged the relevance of the proposal to Malaysia and ITTO. The Panel also appreciated the strong commitment of the Malaysian Government to ITTO as it is reflected in its significant contribution to the project budget. Some amendments to the project proposal are necessary to be taken to improve clarity on its certain aspects beneficial for the successful implementation of the project activities.

B) Specific Recommendations

The proposal should be revised taking into account the following:

1. In Section 1.3.2 Social, cultural and environmental aspects, add more information to clarify separately the status of social, cultural and environmental aspects of the project's location;
2. In Section 2.1.2 Stakeholder analysis elaborate the benefits from the projects' results received by private sector. Identify logging operators that have given their indications to participate in the project implementation;
3. In Section 2.1.3 Problem Analysis, improve the problem analysis to precisely depict the main problem encountered. Include the discussion on forest certification and supply of raw materials. Hence, the Problem Tree needs to be revised accordingly;
4. In Section 2.2.1 Development objective and impact indicators, rephrase the Development objective into a concise and clear sentence;
5. In Section 2.2.2 Specific objective and outcome indicators, rephrase the Specific objective into a concise and clear sentence, in accordance with the ITTO Manual for project formulation. Revise the outcome indicators into SMART (Specific, Measurable, Appropriate, Realistic, and Time-bound);
6. In Section 3.1 Outputs and activities and in the Table 2: Logical framework matrix, revise the section and the table in agreement with the changes in point 3 above. Include an activity to share the produced training modules and guidelines into wider audiences (for instance by uploading the modules in the official website of the Executing Agency). Remove Activities 1.6, 2.3, and 2.4;
7. In Section 3.2 Implementation approaches and methods, elaborate the relationship/cooperation among stakeholders in the project implementation;
8. In Table 3: Work Plan, specify the responsible parties instead of a single entity. Remove ITTO from the Responsibility Party;
9. In Section 3.5.2 Sustainability, improve the elaboration on sustainability into clearer exit strategies, particularly in regards to financial and institutional aspects;
10. In Section 4.1.1 Executing agency and partners, include the representative of logging operators as a member of the steering committee;
11. In Section 4.3.1 Dissemination of project results, expand the channels for disseminating the project's results at national, regional and international levels;
12. In Annex 2 Task and Responsibilities of Key Experts Provided by the Executing Agency, provide TOR for every task and responsibility, and also explain who the trainers and training facilities are; and

13. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with the incorporation of amendments.

PPD 172/13 (I)

Platform for Genetic Improvement of *Tabebuia* Species – Critical Information Development Phase for Implementation in Campeche (Mexico)

Assessment by the Forty-fifth Panel

A) Overall Assessment

The panel noted that the proposal arises and builds on the results of a workshop that gathered information on the technological needs of producers from UESEFC and reflected the proponent's expertise in the project topic area. The panel recognized that amendments to the proposal are required to fit with the purpose of a pre-project to facilitate the set of preparatory and/or experimental activities necessary to formulate a full project proposal. Therefore, it is necessary to integrate and simplify the outputs and the activities enabling appropriate base-line information produced from the pre-project implementation. If available, information on the previous work is necessary to be added.

B) Specific Recommendations

The proposal should be revised taking into account overall assessment **and** the following:

1. More fully explain in Section 3.1 (outputs) and 3.2 (activities) how scientific and social outputs are related to the production of a full project proposal. Provide similar explanations, where appropriate, throughout the text;
2. Provide more information on scope and nature of anticipated full-project;
3. Provide more information of potential environmental and social impact of pre-project activities and anticipated full-project activities;
4. In Section 2.1.1 Development objective, revise the long sentence of the Development objective with a single and concise sentence;
5. In Section 2.2 Preliminary problem identification, highlight a strong problem statement, environmental problems situation, and public participation in formulating the pre-project proposal;
6. In Section 3.1 Outputs, reasonably integrate and simplify the outputs to match with the scope of the pre-project and the proposed project's budget;
7. In Section 3.2 Activities, inputs and unit costs and Section 3.4 Work plan, revise the activities in accordance with the changes of the Outputs and ITTO Manual for project formulation. Clearly mention the activity to formulate a full project proposal;
8. In Annex 5, add information on detail site information and its characteristics; and
9. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with the incorporation of amendments.

PPD 173/13 (I)

Management of Tropical Forest Species for the Production of Timber for Rural and Tourism Infrastructure Construction in South-east Mexico (Mexico)

Assessment by the Forty-sixth Panel

A) Overall Assessment

The Panel noted that the pre-project is about compiling information and conducting socio-economic viability surveys and formulating a full project proposal for the development of forest plantations of potential species for the production of timber for rural and tourism infrastructure construction in South-east Mexico.

It was of the overall view that the proposal has been satisfactorily formulated, with its relevance to the objectives and priorities of both ITTO and the submitting country as well as its preliminary problem identification and proposed interventions clearly established and presented. The proposal's approaches and methods are also comprehensive while its budget is considered reasonable and adequately presented. Information on implementation arrangements is also adequate.

Nevertheless, the proposal can benefit from further refinement by providing a brief explanation of the activities to be carried out, strengthening the commercial aspects and market needs of the planned socio-economic surveys and cleaning up the text to remove the errors in the description of Output 1 in the Work Plan and the numberings of outputs and activities in the budget and inviting CONAFOR to be associated with the implementation of the pre-project.

B) Specific Recommendations

To further enhance the proposal, the Panel recommended that it be further revised in accordance with the overall assessment above and the following specific recommendations:

1. Provide brief explanation of the activities to be carried out;
2. Strengthen the commercial aspects and market needs of the planned socio-economic surveys;
3. Correct the errors in the description of Output 1 in the Work Plan and the numbering of outputs and activities in the budget;
4. Invite CONAFOR to be associated with the implementation of the pre-project;
5. Include an Annex that shows the overall assessment and specific recommendations of the 46th Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

Category 1: The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.

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