



**INTERNATIONAL TROPICAL
TIMBER COUNCIL**

Distr.
GENERAL

ITTC/EP-49

5 February 2015

Original: ENGLISH

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

**Forty-Ninth Meeting
2 – 5 February 2015, Yokohama, Japan**

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

1. TERMS OF REFERENCE

- 1.1 The Expert Panel (ITTC/EP-49) 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-ninth 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-ninth Expert Panel was attended by members listed in **Appendix IV**. Ms. Marjukka Mähönen (Finland) chaired the meeting.

3. APPRAISAL PROCEDURES AND CRITERIA

- 3.1 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**).
- 3.2 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.
- 3.3 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 Twenty-one (21) projects and one (1) pre-project (total of 22) proposals were received for appraisal by the Forty-ninth Expert Panel. The overall list of 22 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 (RFM) (19) then with those related to Economics, Statistics and Markets (ESM) (1) and finally with those related to Forest Industry (I) (2). This arrangement facilitated the appraisal as well as the formulation of the overall assessment and specific recommendations for each proposal listed in **Annex** 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-ninth Expert Panel, as derived from the appraisal of 22 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 22 proposals and the success of this Forty-ninth Panel were made possible.

5. GENERAL FINDINGS AND RECOMMENDATIONS

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

- five (5) proposals (23 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;
- seven (7) proposals (32 percent of the total) will be sent back to proponents for essential revisions, rated as category 2;
- ten (10) project proposals: 1 pre-project and 9 projects proposals (45 percent of total) were commended to the Committee for final appraisal with minor modifications required (category 1), four (4) were new projects and six (6) were revised submissions.

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

It is to be noted that around 60% of the proposals which received a category 1 had been previously revised (proposals that had received a category 2 at previous Expert Panels).

Finding n°2: The Panel noted that proposals were mainly submitted from government agencies, but also to a lesser extent from NGOs, and local community organizations addressing the various needs of the countries at the national, regional, and local levels.

Finding n°3: Most project proposals dealt with rather conventional themes for ITTO. The panel welcomed the submission of several binational proposals.

Finding n°4: The Panel noted the high share of projects dealing with reforestation and forest management (RFM), namely 86%. On the contrary, only 3 proposals (14%) were related to timber trade, marketing, and industry. See pie chart "*proposals by Committee Area*."

Finding n°5: The Panel noted the submission of a few projects with components linked to the implementation of the ITTO/CBD Collaborative Initiative for Tropical Forest Biodiversity.

Finding n°6: The Panel noted that a number of proposals mentioned elements such as "climate change" and "REDD," but the integration of these elements in the project design are often not stipulated. The panel noted that the majority of proposals were referring to "communities and livelihoods."

Findings n°7: The Panel noted that a large number of projects were related to forest genetics.

Findings n°8: A large number of project proposals charged a high share of personnel costs to ITTO. Indeed costs for international consultants, subcontracts, and capital items (e.g. vehicles) often appeared to be unjustified.

Finding n°9: The Panel noticed that gender issues are generally not being incorporated in project proposals.

Finding n°10: A number of proposals failed because there was no reference to previous proposals and results, and ITTO guidelines.

Finding n°11: A number of new proposals did not adequately address the identification of the key problem in the proposal, which weakens their design.

Finding n°12: In a number of proposals, the indicators associated with the specific objective and project outputs remained vague and poorly related to an explicit baseline. In many cases, the indicators were output indicators and not development indicators.

Finding n°13: In some cases, the risks were not related nor linked to the previously stated assumptions.

Finding n°14: A failure to address project sustainability after completion was a common problem, and the knowledge management component of the projects was not properly addressed.

Finding n°15: The Panel noted a decrease in the number of proposal submissions by NGOs.

Finding n°16: The Panel noted that the new searchable data tool ("Project Search") created by the Secretariat is freely accessible on the ITTO website (www.itto.int).

Finding n°17: Despite the previous recommendation that proponents should fully utilize the ITTO Manual for project formulation and relevant guidelines (e.g. guidelines for the conservation and sustainable use of biodiversity in tropical timber production forests, for the restoration, management and rehabilitation of the degraded and secondary tropical forests, on fire in tropical forests, for the establishment and sustainable management of planted tropical forests, etc), the Panel noted that several proposals didn't follow it.

Recommendations:

For the Secretariat:

1. In cases where key elements in the proposal are absent or procedural issues preclude the ability of the Panel to assess a given proposal, the Secretariat should communicate with the project proponents regarding said deficiencies. If the proposal, which lacks key elements, is presented to the Panel for evaluation, the Secretariat should alert the Panel.
2. The Panel recognizes that formulating proposals in accordance with the ITTO Manual for project formulation is a complex process. The Panel notes that training sessions conducted by ITTO have resulted in a number of high quality proposals from the countries receiving the training. The Secretariat should encourage the countries to request training from ITTO representatives.
3. 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 burden for Panel members.
4. The Secretariat could consider initiating a survey of the countries' experiences with the ITTO project formulation process including the use of the ITTO project formulation manual and collect lessons learnt and ideas for any further improvement.
5. The Panel noted the proponents are having difficulties in using the tools that ITTO provides for project formulation specifically Protocol as related to the construction of the budget. The Panel encourages the Secretariat to harmonize the Protocol and the 3rd edition of the manual. The Secretariat should encourage countries and proponents to request training on Protocol. The Panel recommends that the Secretariat translate Protocol into French and Spanish.
6. The Panel noted that gender issues in project proposals need to be further addressed where appropriate.
7. The Panel feels that the decision categories needs to be improved. The Panel recommends that Category 4 be used when a complete proposal reformulation is required and Category 5 be used when a proposal does not meet ITTO objectives.

For the Expert Panel:

1. At the beginning of each Expert Panel (EP) session, the Panel should recall the Terms of Reference, and specific recommendations and findings from the previous EP report. The chairperson is encouraged to follow up on recommendations to the Secretariat and to the Panel.
2. Reviewers should jointly sign-off on final recommendation sheets after consulting between themselves.

3. Reviewers should consider gender issues that promote women's participation in the project when reviewing proposals, such as gender sensitive indicators, activities addressing gender issues, and budget allocation to these activities.
4. Reviewers should check if the relevant ITTO guidelines have been used in the development of the proposal.

For the Project Proponents:

1. Proponents are advised to carefully consult and follow as much as relevant the Manual for project formulation Third Edition 2009 in English, French, and Spanish, and use Protocol.
2. The content of the topic should be properly and adequately addressed in the design of the proposal.
3. Where applicable, relevant ITTO guidelines should be explicitly referenced in project proposals.
4. Where previously completed ITTO projects and submitted project proposals are directly relevant to the proposal in question, they should be explicitly referenced in the proposal.
5. The problem analysis is a crucial part of the project and the proponent must effectively and efficiently address it.
6. To the extent possible, both development and output indicators should be SMART (Specific, Measurable, Appropriate, Realistic, and Time-bound).
7. Where environmental impacts are anticipated, environmental sustainability and impacts need to be adequately addressed (Refer to Appendix B).
8. Project sustainability after the project completion 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.
9. 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.
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. When the Panel makes recommendations, the proponents should take them fully into account. Also, the proponent should pay attention to the consistency of the document.
11. Where appropriate, proponents should consider the gender issues in the stakeholder analysis, specific objective, and output indicators, which quantify the terms of targets of women's participation and access to project benefits.
12. Proponents should give importance to key assumptions and identify the risks related to them by using the ITTO manual to describe them.
13. To the greatest extent possible, in order to better leverage past experiences and accomplishments, proponents are required to incorporate activities and outputs directly related to previous projects into the proposal. Also, specific citations to previous ITTO projects should be incorporated in project proposals.

For Country Focal Points:

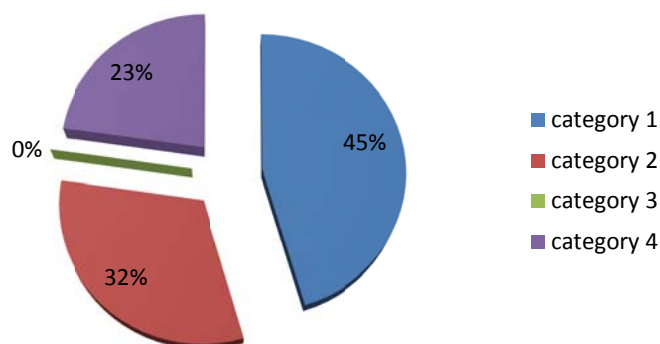
1. The Panel encourages the countries to utilize a clearinghouse mechanism for preappraisal of the proposal before they are submitted to ITTO.
2. The Panel encourages the country focal points to disseminate the ITTO manual and guidelines, the Panel recommendations, and several previous Expert Panel reports to every potential proponent.
3. The Panel advises the country focal points to enforce the proposal submission deadlines.

6. EXPERIENCE FROM APPLICATION OF THE APPRAISAL SYSTEM

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

7. PANEL DECISIONS ON PROJECT AND PRE-PROJECT PROPOSALS

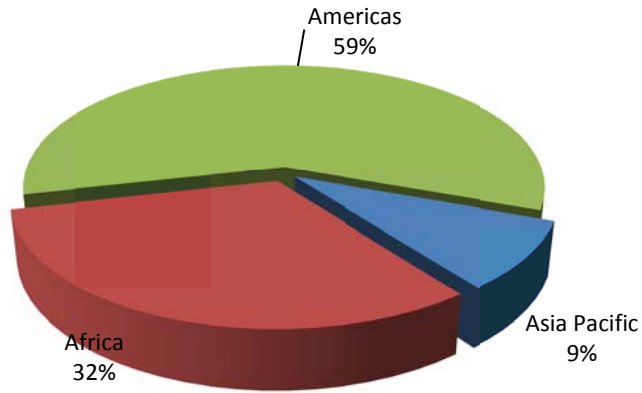
The Panel's decisions are listed in **Appendix III**, in accordance with established practice. Proposals classified by category, by regions, by committee areas and by submitting countries are summarised in the following tables and charts:



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

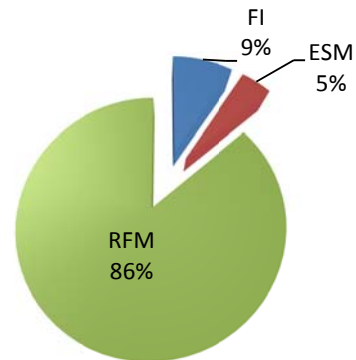
Region	Project Proposals				Pre-project Proposals				Total
	RFM	FI	ESM	Total	RFM	FI	ESM	Total	
<i>Americas</i>	12	1	-	13	-	-	-	-	13
<i>Asia Pacific</i>	1	1	-	2	-	-	-	-	2
<i>Africa</i>	5	-	1	6	1	-	-	1	7
Total	18	2	1	21	1	-	-	1	22

RFM = Reforestation and Forest Management
 FI = Forest Industry
 ESM = Economics, Statistics and Markets



Decisions of the 49th Expert Panel on Project and Pre-project proposals by Committee Area

Category	Committee			Total
	RFM	FI	ESM	
<i>Projects</i>				
1	7	1	1	9
2	6	1	-	7
3	-	-	-	-
4	5	-	-	5
Total	18	2	1	21
<i>Pre-projects</i>				
1	1	-	-	1
2	-	-	-	-
4	-	-	-	-
Total	1	-	-	1



Decisions of the 49th Expert Panel on Project and Pre-project proposals by Submitting Country

Country	Category				Total
	1	2	3	4	
Benin	1	1	-	-	2
Brazil	1	-	-	-	1
Cameroon	(1)	-	-	1	2
Colombia	-	-	-	1	1
Ghana	-	1	-	1	2
Guatemala	2	-	-	-	2
Guatemala/Honduras	1	-	-	-	1
Guatemala/Mexico	-	1	-	-	1
Guyana	1	-	-	-	1
Honduras	1	1	-	2	4
Indonesia	-	1	-	-	1
Mexico	1	-	-	-	1
Panama	-	1	-	-	1
Philippines	-	1	-	-	1
Mozambique	1	-	-	-	1
Total	(1)+9	7	-	5	22

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 20013-2018 including:
 - Guidelines for the Establishment and Sustainable Management of Planted 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;
 - ITTO/IUCN Guidelines for the Conservation and Sustainable Use of Biodiversity in Tropical Timber Production Forests, 2009; and
 - Voluntary Guidelines for the Sustainable Management of Natural Tropical Forests, 2015.

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-ninth Expert Panel

Project No.	Title	Country	Category
PPD 178/14 Rev.1 (F)	Support to the Creation of Green Belts around the Waza, Benoué, Faro and Bouba Ndjidda National Parks	Cameroon	1
PD 730/14 Rev.2 (F)	Implementing Actions for the Prevention of Forest Fires in Colombia	Colombia	4
PD 748/14 Rev.2 (F)	Building capacities and meaningful stakeholder participation in forest governance, to contribute toward sustainable forest management and improved livelihoods of forest dependent communities in Honduras and Guatemala	Honduras Guatemala	1
PD 749/14 Rev.2 (F)	Reforestation and Development Project for the Messa Mountain Range and the Forest Reserves of the Yaounde Metropolitan Area	Cameroon	4
PD 754/14 Rev.1 (F)	Rehabilitation and Sustainable Management of Sacred Forests on Ramsar Sites 1017 and 1018 in Benin	Benin	1
PD 762/14 Rev.1 (F)	Improving the Social and Economic Welfare of Local and Indigenous Forest-Dependent Communities in Productive State Forest Community Concessions in Guyana through Regenerating Degraded Forests to Enhance Biodiversity	Guyana	1
PD 765/14 Rev.1 (F)	Development of a Forest Landscape Restoration Program for Guatemala Based on ITTO Guidelines	Guatemala	1
PD 767/15 (F)	Strengthening Forest Management in Honduras through Sustainable Development in the Forest Regions of Atlantida (Broadleaved Forest) and Francisco Morazan, Olancho and Yoro (Coniferous Forest)	Honduras	4
PD 768/15 (F)	Pilot Project for the Conservation and Sustainable Management of High-Value Traditional Timber Forest Species in Honduras	Honduras	4
PD 769/15 (F)	Governance and Local Community Participation in Mangrove Forest Management and Restoration in the Gulf of Fonseca, Honduras	Honduras	2
PD 772/15 (F)	Improved Application of Growth and Yield Models to Forest Management Planning in the Amazon Basin	Brazil	1
PD 773/15 (F)	Restoration and Maintenance of Environmental Services in Pasturelands of the Moist Tropics - Criteria and Techniques for the Introduction and use of Native Trees	Mexico	1
PD 774/15 (F)	Implementation of the Forest Management Plan of the Chepigana Forest Reserve, Choco-Darién Eco-Region, as a Conservation Alternative for a Protected Area	Panama	2
PD 775/15 (F)	Management of Coatan River Watershed Headwaters in Guatemala and Mexico through the Restoration of the Pine-Oak and Highland Forest Ecosystem	Guatemala Mexico	2

PD 776/15 (F)	Enhancement of the Wildland Fire Prevention and Control System for the Sustainable Management of ONAB's Plantations	Benin	2
PD 777/15 (F)	Accelerating Restoration of Cibodas Biosphere Reserve (CBR) Functions through Proper Management of Landscapes Involving Local Stakeholders	Indonesia	2
PD 778/15 (F)	Sustainable Forest Management, Conservation of Biological Diversity and Promotion of Landscapes for Socio-Ecologic Production in Indigenous Territories of the Uwalcox Micro-Watershed in Guatemala's Western Altiplano	Guatemala	1
PD 779/15 (F)	Mobilising local people within Ankasa forest conservation area in Ghana to implement forest conservation practices and improved farm forestry	Ghana	4
PD 780/15 (F)	Sustainable Indigenous Species Reforestation, PLUS Climate Adapted Women Livelihoods in Six Rural Communities in Ghana's Akwapim and Upper Krobo Districts	Ghana	2
PD 770/15 (I)	Promotion and Sustainable Management of Lesser-Used Timber Species (LUTS) in the Moist Forests of the Departments of Atlantida, Colon and Northern Olancho in Honduras	Honduras	1
PD 771/15 (I)	Genetic Conservation, Utilization and Management of Gall Rust Resistant and Strains of Paraserianthes Falcataria Growing in the Philippines	Philippines	2
PD 732/14 Rev.1 (M)	Improve Forest Governance in Mozambique (Mozambique)	Mozambique	1

APPENDIX IV

MEMBERSHIP OF THE FORTY-NINTH MEETING OF THE EXPERT PANEL
FOR TECHNICAL APPRAISAL OF PROJECT PROPOSALS
Yokohama, 2 – 5 February 2015

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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.	<i>Conformity with ITTO's objectives and priorities (1.2.1)</i>				Y	
1.	1.	2.	<i>Relevance to the submitting country's policies (1.2.2)</i>				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.	<i>Stakeholder analysis (2.1.2)</i>		5			
2.	2.	2.	<i>Stakeholders involved at inception (2.1.3.) & implementation (4.1.4.)</i>		5			
2.	3.	Problem analysis (2.1.3)				10	Y	6
2.	3.	1.	<i>Problem identification</i>		5			
2.	3.	2.	<i>Problem tree</i>		5			
3.	Project design (45)							
3.	1.	Logical framework matrix (2.1.4)				20	Y	13
3.	1.	1.	<i>Objectives (2.2)</i>		5			
3.	1.	2.	<i>Outputs (3.1.1)</i>		5			
3.	1.	3	<i>Indicators & means of verification (columns 2 and 3 of the LogFrame)</i>		5			
3.	1.	4	<i>Assumptions and risks (3.5.1)</i>		5			
3.	2.	Implementation				20	Y	13
3.	2.	1.	<i>Activities (3.1.2)</i>		5			
3.	2.	2	<i>Strategy (approaches and methods, 3.2)</i>		5			
3.	2.	3	<i>Work plan (3.3)</i>		5			
3.	2.	4	<i>Budget (3.4)</i>		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		

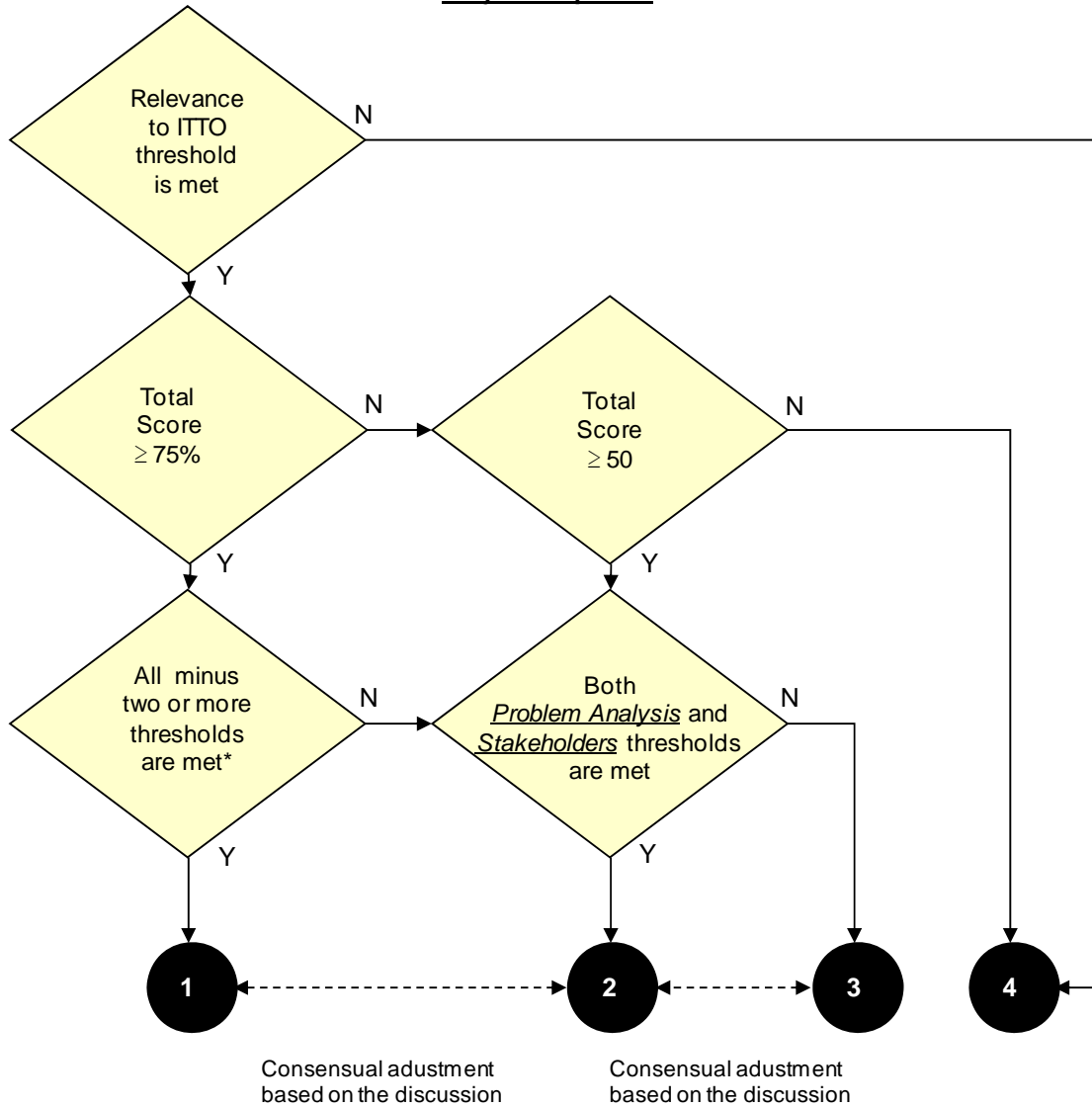
- Marks indicate:
- 0 - Information is completely missing
 - 1 - Very poor: some elements are there but the essential ones are missing
 - 2 - Poor: essential elements are incomplete, insufficient, wrong or misunderstood
 - 3 - Moderate: essential elements are available but unclear or inaccurate
 - 4 - 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

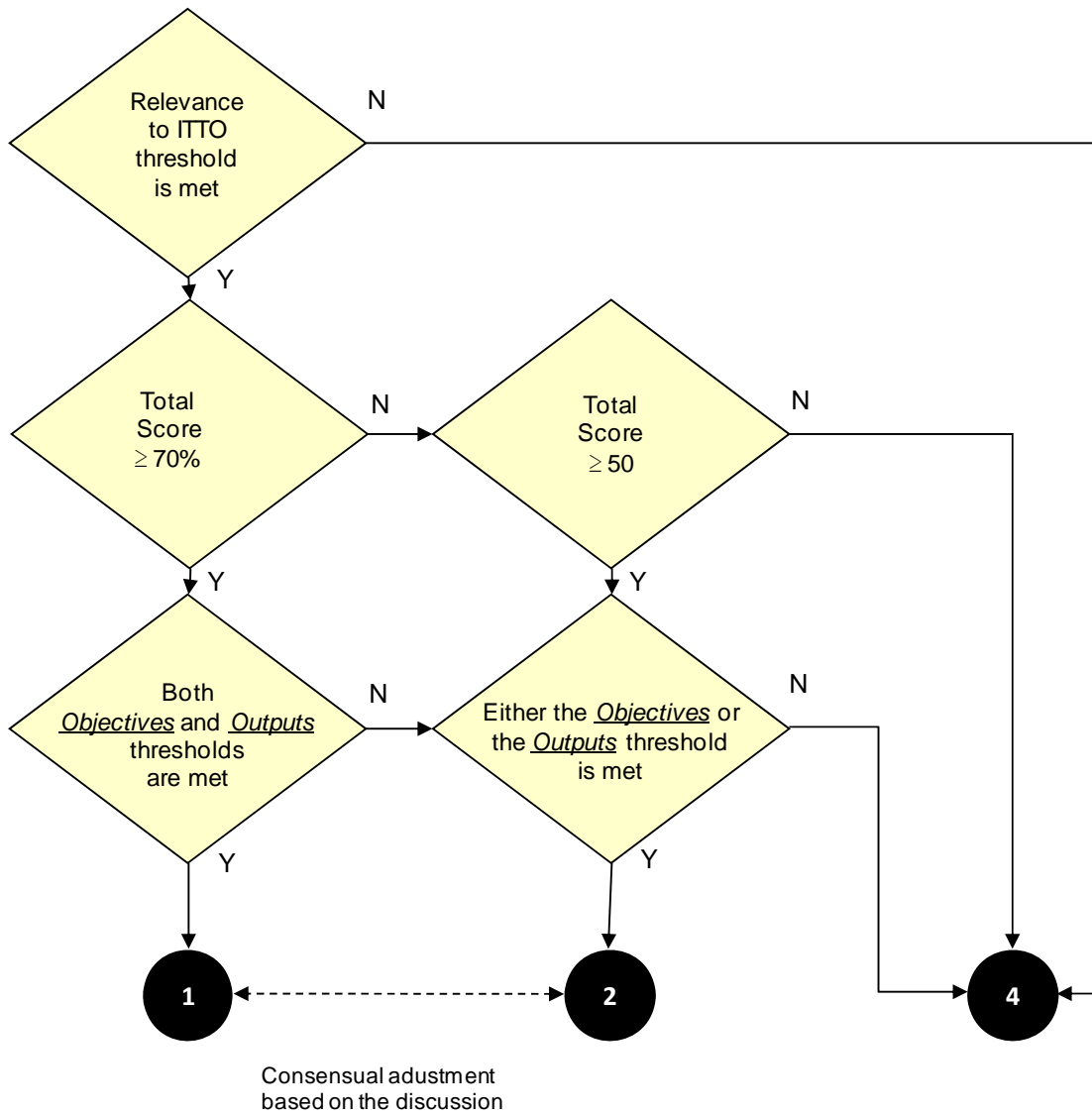
Project Proposals



*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-ninth Expert Panel on each Project and Pre-project proposal

Assessment by the Forty-ninth Panel

A) Overall Assessment

The Panel reiterated the relevance of this proposal aimed at capacity building to prevent and control forest fires in Colombia. However, the Panel noted that out of nine recommendations made by the 48th Panel, only two had been addressed to a certain extent, and that the remaining seven recommendations had not been incorporated at all. As such, the proposal continued to require substantial strengthening and consolidation, such as: following the ITTO format for proposals; including concrete outputs and qualitative and quantitative indicators and means of verification; providing clear descriptions of the roles and contributions of government institutions and NGOs at the national, regional and departmental and local levels; clearly describing the project's institutional setup; including detailed descriptions of the training courses to be provided; describing the possible actions to guarantee the sustainability of the project's results after its completion; providing a realistic timeframe for the implementation of the project, and the inclusion of baseline statistics as regards fire occurrences in the region; among others.

Given the above observations and the importance of the intent of this project, the Panel considered that a completely new proposal should be formulated in a participatory manner among all stakeholders taking into account all of the 48th Panel's recommendations and submit it 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 on Fire Management in Tropical Forests.

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, in accordance with the provisions of Council decision 3(XXXVII), as a complete reformulation is necessary.

Building Capacities and Meaningful Stakeholder Participation in Forest Governance to Contribute toward Sustainable Forest Management and Improved Livelihoods of Forest Dependent Communities in Honduras and Guatemala (Honduras and Guatemala)

Assessment by the Forty-ninth Panel

A) Overall Assessment

The Panel restated the importance of the project in enhancing the knowledge of government and non-governmental actors of the relevant national and international forest processes and tools to enable multi-stakeholder participation in forest governance decision-making processes and initiatives in Honduras and Guatemala.

The Panel further noted that the revised proposal had addressed all the comments and recommendations made by the Forty-eighth Expert Panel. However, it also observed that the project could be further enhanced by further reducing or equilibrating the budget among the agencies involved. The reference made to the risks mentioned in the annex addressing the panel's comments should also be incorporated into the body of the proposal. Moreover, the section on project sustainability could also be further strengthened, particularly as regards the long-term involvement and commitment at the community level.

B) Specific Recommendations

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

1. Consider providing a more equitable balance between the ITTO and counterpart contributions towards the overall budget. Further contemplate reducing the cost for project auditing or transfer this cost to counterpart funds;
2. Incorporate the reference made to the risks mentioned in the annex addressing the panel's comments into the body of the proposal;
3. Provide greater details as regards the sustainability of the training components after project completion, particularly as regards the long-term involvement and commitment at the community levels;
4. Include an annex that shows the recommendations of the 49th 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 749/14 Rev.2 (F)

**Reforestation and Development Project for the Messa Mountain Range
and the Forest Reserves of the Yaounde Metropolitan Area
(Cameroon)**

Assessment by the Forty-ninth Panel

A) Overall Assessment

The Panel recognized the efforts made by the proponent in trying to address the overall assessment and specific recommendations of the Panel made at its Forty-eighth meeting. However, the Panel noted that, with the exception of the first and second specific recommendations, all other specific recommendations were not appropriately addressed by the proponent in the revised version of the project proposal. Those recommendations not appropriately addressed were related to the most critical project components: problem analysis linked to the stakeholder analysis and its impact on the reformulation of the development objective and specific objective, logical framework matrix in relation to the problem analysis, implementation approaches and methods, and budget tables. The Panel noted that the proposal was still presenting a number of weaknesses in the abovementioned critical sections and sub-sections, making it difficult to consider the revised version of the project proposal as acceptable for further process through the ITTO regular project cycle.

It was the view of the Panel that the revised project proposal should be sent back to the proponent in application of the provisions of the ITTO Council Decision 3(XXXVII) limiting the number of appraisal of any project proposal to three (original appraisal and two revisions). Therefore, this project proposal is taken out of the ITTO regular project cycle and cannot be resubmitted to the ITTO Secretariat by the proponent.

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, in accordance with the provisions of the Council Decision 3(XXXVII).

Assessment by the Forty-ninth Panel

A) Overall Assessment

The Panel recognized the importance of the project and acknowledged that efforts had been made to address the comments in the overall assessment and most specific recommendations made by the Forty-eighth Expert Panel. However, the Panel noted that there was still a need to improve some sections and sub-sections of the project, intending to contribute to the rehabilitation and sustainable management of sacred forests located in two RAMSAR sites in Benin, as important natural sites for biodiversity conservation and for the application of CBD, RAMSAR and ITTO guidelines in the area of biodiversity conservation in tropical forests. The improvement was still needed for the following aspects: the relevance to the CBD Aichi Target and Satoyama Initiative; some discrepancies between the list of activities under each output and the work plan table and the budget by activity; some budget costs still high and not appropriately justified (such as the purchasing of 4 motorcycles while there are only 2 local development staff); and the terms of reference of some sub-contracting works were missing.

B) Specific Recommendations

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

1. Improve the Section 1.2 (relevance) by providing the elements in relation to the CBD Aichi Target and Satoyama Initiative;
2. Correct the discrepancies noted in the Sub-section 3.1.2 (Activities), Section 3.3 (Work Plan) and Sub-section 3.4.1 (Main budget matrix) by harmonizing the wording of Activities 1.2 and 2.3, while harmonizing the implementation timing in the Work Plan with the budget planning period in the main budget matrix for Activities 1.3, 1.5 and 2.3;
3. Add the terms of reference for the following sub-contracting works: materializing the boundaries of 40 Sacred Forests, consultancy on improved agriculture production systems (SAPs), supporting the implementation of SAPs, enrichment of Sacred Forests, and planting trees on adjacent rural lands;
4. Revise the ITTO budget in line with the above overall assessment and specific recommendations, and also in the following way:
 - a) Reduce the number of motorcycle to two to be used by two local development staff,
 - b) Recalculate correctly 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 11 to 82); and
5. Include an Annex that shows the overall assessment and specific recommendations of the 49th Expert Panel and respective modifications in tabular form, while making sure to add the pages indicating where to find elements addressing the overall assessment and specific recommendations in the revised version of the project proposal document. 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 762/14 Rev.1 (F)

Improving the Social and Economic Welfare of Local and Indigenous Forest-Dependent Communities in Productive State Forest Community Concessions in Guyana through Regenerating Degraded Forests to Enhance Biodiversity (Guyana)

Assessment by the Forty-ninth Panel

A) Overall Assessment

The Panel reiterated the importance of the project in contributing towards the social and economic welfare of local and indigenous forest-dependent communities in productive state forest community concessions in Guyana, through improved management practices that enhance biodiversity protection and promote sustainable use of forest resources. Moreover, while the Panel noted that some of the previous Panel's recommendations had been addressed, it also thought that the project could be further enhanced if the project's title properly reflects the proposal's focus on the implementation of management practices that maintain the forest, enhancement of biodiversity protection and promotion of sustainable use of forest resources within the context of multiple use, the partnerships with the communities are strengthened, if certain formatting inconsistencies throughout the body of the proposal are amended, and the sustainability aspects of the proposal are addressed at project inception rather than after its completion.

B) Specific Recommendations

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

1. Provide for a project title that properly reflects the proposal's focus on the implementation of management practices that maintain the forest, enhancement of biodiversity protection and promotion of sustainable use of forest resources within the context of multiple use, rather than improving the social and economic welfare of forest communities;
2. Precisely follow the format in the ITTO manual for project formulation, eliminating the various formatting and paging inconsistencies found in the proposal;
3. Identify risks in relation with assumptions that have to be first identified in the logical framework matrix;
4. Present the master budget with sections requested by the format described in the ITTO Project Formulation manual
5. As regards the sustainability of the project in the long-term, GFC should consider providing a seamless transfer of support activities to the communities during the implementation period of the project, not just after completion; and
6. Include an Annex which shows the overall assessment and recommendations of the 49th 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-ninth Panel

A) Overall Assessment

The Panel reiterated the importance of this project for contributing towards the reduction of forest degradation and the restoration of forest landscapes in Guatemala, via the implementation of a forest restoration mechanism based on the ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests. The Panel further noted that the revised proposal was well formulated and had addressed all of the comments and recommendations made by the Forty-eighth Expert Panel. However, it also observed that the project still presented a few inconsistencies that needed to be straightened out, among others.

B) Specific Recommendations

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

1. Restructure the Work Plan so as to reflect the timeline for the implementation of the activities as described under section 3.1 and adjust the Master Budget by Activity accordingly. The aforementioned restructuring should clearly show the correlation between the project's outputs, activities, work plan and the budget, as these currently do not appear to be in sync;
2. Activity 2.2 should focus on developing a full set of technical guidelines for forest restoration under Guatemalan conditions over the project's 3-year timeframe, rather than just a draft set, and these should make full use of the existing ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests;
3. Adjust the costs for ITTO monitoring and review to US\$10,000 per year, 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;
4. Nominate a high-ranking official of the Executing Agency INAB as the chairperson of the projects Steering Committee, as the project coordinator should serve as the committee's secretary; and
5. Include an Annex which shows the recommendations of the 49th 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 767/15 (F)

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

Assessment by the Forty-ninth Panel

A) Overall Assessment

The Panel recapped the importance of the project aimed at the improvement of sustainable forest management practices in 4 regions of the country with either prevailing broadleaved or coniferous forests. The proposal is the follow up of the proposal PD 704/13 (F) submitted to ITTO and rated category 4 by 46th Expert Panel. However, in the Panel's assessment, the proponent had not adequately addressed the 46th Expert Panel's recommendation for a complete reformulation of proposal PD 704/13 (F), opting once again to resubmit the same proposal with only minor cosmetic changes together with a reduction in the budget. 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 provide for SMART quantitative indicators or for proper baselines. Moreover, the stakeholder analysis once again is too general and the implementation approach is very weak. Terms such "agroforestry groups" and "forest culture" also needed defining within the context of Honduran reality. Last but not least, 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 one region of 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.

If need be, the Honduran Official contact Point may request technical assistance to the ITTO Secretariat for the formulation of the aforementioned proposal.

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.

Assessment by the Forty-ninth 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, in the Panel's assessment, the proponent had not adequately addressed the 46th Expert Panel's recommendation for a complete reformulation of proposal PD 705/13 (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. The panel further observed that the proposal's origin and specific location continued to be unclear, the social, economic and environmental aspects were only described superficially, and that links with local governments and rural communities were missing. The problem analysis continued to be very weak and the key problem too basic, with none of the underlying causes, of which some were very vague, clearly matching it. The logical framework continued to contain 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, as recommended by the 46th Expert Panel.

Given the above observations and recommendations and the importance of the intent of this project, the Panel reiterated its view that a completely new proposal should be formulated in a participatory manner among all stakeholders, 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.

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 769/15 (F)

Governance and Local Community Participation in Mangrove Forest Management and Restoration in the Gulf of Fonseca, Honduras (Honduras)

Assessment by the Forty-ninth Panel

A) Overall Assessment

The Panel recognized the importance of this small project aimed at strengthening mangrove forest governance through local community participation, improvement of instruments to promote sustainable forest management, and empowering of organized groups involved in mangrove restoration activities in the Gulf of Fonseca. As such, it is relevant to ITTO's objectives and core priorities, in particular those related to the restoration, management and rehabilitation of degraded and secondary tropical forests. The Panel further noted that the proposal followed the ITTO format. However, it observed that substantial background information was missing, in particular the outcomes, achievements and lessons learnt from its predecessor project PD 44/95 Rev.3 (F) Management and Conservation of Mangroves in the Gulf of Fonseca, Honduras – Phases I & II, and how this proposal would follow up on it. The Panel also wondered why the predominant shrimp farming industry in the region was not called to participate in the mangrove forest management and protection. Moreover, the Panel also noted that details were lacking as regards the community participation in mangrove restoration activities, and how more than one third of the project funds would be allocated to this. Last but not least, the cost for a final audit of project expenditures should be included in the budget.

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 44/95 Rev.3 (F) Management and Conservation of Mangroves in the Gulf of Fonseca, Honduras – Phases I & II. Further include a technical synthesis of the achievements and lessons learnt of PD 44/95 Rev.3 (F) I & II;
2. Provide larger-scale descriptive and/or thematic maps of each of the target areas, as the current maps do not demarcate these;
3. Further describe the complexity of the social situation in the Gulf of Fonseca, especially regarding the primary stakeholders which group together many different realities;
4. Provide a clearer description of the roles and contributions of the different stakeholders in the implementation of the project, and further consider the participation of the legally-established shrimp farming industry in it;
5. Develop concrete outputs, particularly as regards the community restoration of mangrove forests, and describe these in a qualitative and quantitative manner;
6. Further itemize the costs involved in the mangrove restoration activities. Include the cost of the required final audit within the counterpart budget. Adjust the costs for ITTO monitoring and review to US\$ 5,000/year, and recalculate the ITTO's Programme Support Costs so as to conform to the new standard of 12% of total ITTO project costs. In case the total ITTO Budget exceeds US\$ 150,000, reformulate the proposal as a full project rather than a small project, and closely follow the format and include all required components as described in the ITTO Manual on project Formulation; and
7. Include an annex that shows the recommendations of the 49th 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 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-ninth Panel

A) Overall Assessment

The Panel recognized the importance of this small project aimed at developing free, downloadable tools for planning the sustainable management of the mixed natural forests in the Amazon Basin and in providing training and 'training of trainers' workshops for their widespread application throughout the region. As such, it is relevant to ITTO's objectives and core priorities, in particular those related to the sustainable management of tropical forests. The Panel further noted that the proposal was fairly well formulated and in accordance with the format stipulated in ITTO's Project formulation Manual. However, it was noted that Surinamese forestry institutions had not been invited to take part in the Permanent sample Plot (PSP) information sharing nor participate in the regional workshops, in spite of Surinam having a long trajectory in the establishment of PSPs under its CELOS program with Tropenbos, and should be invited to participate in these activities. Unit costs should also be provided in the budget.

B) Specific Recommendations

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

1. Consider inviting the Surinamese forestry institutions involved in PSPs, particularly those related to the CELOS programme there, to partake in the project's activities;
2. Adjust the costs for ITTO monitoring and review to US\$ 5,000/year, and recalculate the ITTO's Programme Support Costs so as to conform to the new standard of 12% of total ITTO project costs. In case the total ITTO budget exceeds US\$ 150,000, reformulate the proposal as a full project rather than a small project, and closely follow the format and include all required components as described in the ITTO Manual on project Formulation; and
3. Include an Annex which shows the overall assessment and recommendations of the 49th 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 773/15 (F)

Restoration and Maintenance of Environmental Services in Pasturelands of the Moist Tropics - Criteria and Techniques for the Introduction and Use of Native Trees (Mexico)

Assessment by the Forty-ninth Panel

A) Overall Assessment

The Panel recognized the importance of this small project aimed at restoring environmental services in different types of pastures in the Los Tuxtlas mountain range by rehabilitating and expanding the few remaining stands of native highland broadleaved forests in the Gulf of Mexico. As such, it is relevant to ITTO's objectives and core priorities, in particular those related to the restoration, management and rehabilitation of degraded and secondary tropical forests. The Panel further noted that the proposal was fairly well formulated and in accordance with the format stipulated in ITTO's Project formulation Manual. However, the development and specific objectives need to be restated in line with the activities and outputs proposed, and the work plan adjusted accordingly. The ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests should also be incorporated into the activities of the small project, as these are highly relevant to the achievement of the project's activities and outputs. Last but not least, the role of the Project's Technical Committee should be clearly specified under section 4.1.

B) Specific Recommendations

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

1. Restate the Development Objective and Specific Objective so as to fall in line with the proposed activities and outputs;
2. Restructure the Work Plan so as to reflect the timeline for the implementation of the activities as described under section 3.2 and adjust the Budget by Activity accordingly. The aforementioned restructuring should clearly show the correlation between the project's work plan, outputs and the budget, as these currently do not appear to be in sync;
3. Apply the ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests during the implementation of the project, and include in the project activities;
4. Incorporate a Project Technical Committee as part of the Implementation Arrangements so as to periodically assess the project's execution;
5. Adjust the costs for ITTO monitoring and review to US\$ 5,000/year, and recalculate the ITTO's Programme Support Costs so as to conform to the new standard of 12% of total ITTO project costs. In case the total exceeds US\$ 150,000, reformulate the proposal as a full project rather than a small project, and closely follow the format and include all required components as described in the ITTO Manual on project Formulation; and
6. Include an Annex which shows the overall assessment and recommendations of the 49th 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.

Implementation of the Forest Management Plan of the Chepigana Forest Reserve, Choco-Darién Eco-Region, as a Conservation Alternative for a Protected Area (Panama)

Assessment by the Forty-ninth Panel

A) Overall Assessment

The Panel noted the importance of this project for implementing the Forest Management Plan of the Chepigana Forest Reserve (RFCh) as a conservation and sustainable development alternative that will generate social and economic benefits for local communities through the sustainable use of forest resources. The Panel further observed that this project proposal stems from a previous ITTO-funded project, namely PD 482/07 (F) "Sustainable forest production and conservation with community participation in the Chepigana Forest Reserve of Darién, Panama", that launched SFM activities in the Chepigana Forest Reserve, including forest planning and the establishment of FEPACHEDA, a community forest enterprise (CFE) based in the Reserve. However, no background information, nor the achievements and lessons learnt from this project have been described in this proposal. Moreover, it is not clear if the forest management plan and its yearly plans of operation developed by the previous project continue to be active with the approval of ANAM or not.

The Panel also observed that quite a few other aspects of the proposal are still unclear or missing and that most background baseline information was lacking, particularly as regards the components of the management plan developed by PD 482/07 (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. Provide greater background and/or baseline information of the outcomes, achievements and lessons learnt from PD 482/07 (F) that resulted in the formulation of this proposal, and particularly as regards the components of the forest management plan developed by it and its yearly plans of operation, its overall status and its level of implementation;
2. Provide for a more precise description of the title or of the development objective, as the first refers to the implementation of a forest management plan and the second focuses on the production and marketing of timber and NTFPs;
3. Provide for a concise problem analysis and tree, as the current one is far too broad;
4. 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, and specifying the concrete benefits to be obtained by the communities via the management of their forests;
5. Further develop the work plan to include realistic responsible parties in the implementation of the activities, such as communities themselves in activities such the implementation of the 2 yearly plans of operation, and disaggregate this overall activity into several more specific ones;
6. Provide a clearer description of the roles and contributions of the different institutions such as ANAM FEPACHEDA, ANCON, forest industries, and the various communities 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;
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. Further elaborate on the sustainability of the project's results in the long term (after project completion);

9. Justify the need for such high duty travel, as the project will be based in Meteti which is very close to the Chepigana forest reserve, capital goods such as vehicles and other costs such as US\$ 44,868 for food, or reduce the budget accordingly. Further consider reducing the ITTO budget by providing a more equitable balance between the ITTO and counterpart contributions towards the overall budget;
10. Recalculate ITTO's Programme Support Costs so as to conform to the standard of 12% of total ITTO project costs; and
11. Include an annex that shows the recommendations of the 49th 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 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-ninth Panel

A) Overall Assessment

The Panel recognized the importance of the proposal in implementing a watershed-wide approach management model for the area to restore the strategic pine-oak and highland forest ecosystem at the headwaters of the Coatan River via the strengthening of the planning and governance processes in the headwaters area of the Coatan River watershed so as to allow the restoration of the pine-oak and highlands forest ecosystem and further ensure the supply of goods and services from the ecosystem to regional markets.

The Panel observed that the proposal will establish the foundations of joint restoration work with the communities, municipalities, government institutions, NGOs, etc. However, it noted that close to 80% of the costs are covered by ITTO, and that the roles, responsibilities and capacities of the collaborating agencies have not been described in any detail, the maps of the project's area of influence are small and lack clarity, and that the both Mexican and Guatemalan environmental and forestry authorities basically sit on the sidelines and are not directly involved in the implementation of the project, not even in determining the necessary legal and regulatory frameworks for the restoration strategy as contained in output 1. In addition, even though this proposal is of a transboundary nature in its overall context, none of the two countries' ministries of foreign relations appear to be aware of it and even less expressed their support for at least the activities which are binational in nature.

The stakeholder analysis also appears to be incomplete, as there is no mention of IUCN as a stakeholder involved in the implementation of the project. As regards the logical framework, the indicators are quite vague, and while these are mainly focused on community-based pilot sites, no clear descriptions of these are available in the proposal. Besides, it is not clear the proposal was formulated in a participatory manner with the beneficiary communities of the project's area of influence. The proposal also lacks any information as regards land tenure, and it is not clear if the communities and/or the individual families possess clear land titles on either side of the border or are considered squatters or otherwise. Current land use is also not described.

Likewise, the logical framework lacks specific qualitative and quantitative SMART indicators, both at the objectives and output levels. Moreover, it is not clear what is to be achieved in Guatemala, and what is to be achieved in Mexico. Baseline information on forest cover and other indicators is also lacking. The project's organizational chart is also missing, and should be included to clearly reflect the roles the executing agency and collaborating agencies will play and the interaction between these and all the stakeholders. Besides, it is not clear how the communities and their local governments will be involved in the activities of the project. Besides of participating in the roundtables, not much more is thought of them, and are not even included in the project's steering committee, while the Mexican and Guatemalan environmental and forestry authorities, that do not provide any direct inputs nor any counterpart funding, will co-manage the implementation of the project. As such, it seems that the project is structured with a top-down approach in mind.

Last but not least, the proposal does not mention the currently ongoing ITTO project PD 668/12 (F) "Integrated Management of Natural Resources and Biodiversity in the Tacaná Volcano and Its Range of Influence in Mexico and Guatemala, which is basically operating in the exact same transboundary location and implementing similar and possibly overlapping activities, such as roundtables. Every effort should be made to create synergies between these so as to tightly coordinate the implementation of their activities.

In this light, the Panel was of the view that, in order to increase the chance of a successful project, the proposal should be revised taking into account each of the points made in the overall assessment above and the specific recommendations below.

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 information as regards forest cover and its degradation, and the current forest management practices in place in the project's area of influence;

3. Provide information on the specific role, responsibilities and capacities of different institutions and agencies participating in project implementation under sub-section 2.1.1 (institutional set-up and organization issues);
4. Include IUCN as a secondary stakeholder in table 2 (stakeholders involved)
5. Consider INAB and CONAFOR as the project's executing agencies in Guatemala and Mexico, rather than IUCN, due to the fact that the latter cannot deal directly with political issues and local governance. IUCN should provide technical assistance and financial support;
6. Provide more information on the tenure rights of the local communities participating in the project to support their community-based forest restoration plans;
7. Apply the ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests during the implementation of the project, and include in the project activities;
8. Clearly describe which activities and outputs are of a binational level, and which ones are of a national nature;
9. Provide detailed descriptions of all training/workshop components to be implemented by the project. Include these workshops as activities in the work plan. 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. Create an additional activity 3.4 raising awareness of stakeholders and communities on the importance of FLEG and SFM;
11. Activity 3.3 should use focus on developing a full plan, rather than a draft, to reduce extensive grazing, as the time frame is adequate for developing and implementing this plan in the field;.
12. Consider separate activities and ITTO budget expenditures by country in order to facilitate ITTO monitoring and review and financial audits;
13. Scale down the ITTO budget by providing a more equitable balance between the ITTO and counterpart contributions towards the overall budget. Further include under counterpart funding all personnel that must permanently staff the national, regional and local institutional units during and after project completion in order to provide for the sustainability of the outcomes of this project in the long term;
14. Consider setting up the rotation of the project steering committee meetings between Guatemala and Mexico, and include representative(s) of donor (s) and other prominent stakeholders in the member list of project steering committee;.
15. Provide a project organizational chart in sub-section 4.1.1 (Executing Agency and Partners), highlighting the roles and contributions of all involved institutions and stakeholders; and
16. Include an Annex that shows the responses to the above overall assessment and specific recommendations and respective modifications in tabular form. Modifications should also be highlighted (**bold and underlined**) 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-ninth Panel

A) Overall Assessment

The Panel recognized that the proposal, dealing with the wildland fire prevention and control system in Benin, was relevant as fire-related practices are rooted in the habits of communities in most West African countries and could be considered as one of the main causes of forest degradation in Benin. However, the Panel noted that the proposal contained a number of weaknesses. These include the following: relevance to the ITTO Strategic Action Plan 2013-2018 missing; outcomes at project completion presented like outputs and activities instead of describing the effects, benefits, improvements of changes the project would bring; local communities considered as a homogeneous group in the stakeholders' analysis regarding the use of fire for livelihood-related activities; in relation to the stakeholder analysis considering ONAB as a primary stakeholder the problem analysis was focusing on the need to improve the system of fire prevention and control for an institution (ONAB) instead of contributing to address the causes of fire outbreaks in Benin; logical framework matrix presenting elements related to a problem analysis presenting weaknesses; development objective and specific objective defined on the basis of a weak problem analysis; strategic approaches and methods were also elaborated on the basis of the weak problem analysis.

The Panel also noted that the weak problem analysis will impact the outputs and associated activities while some activities were administrative tasks rather than project activities; assumptions and risks not clearly correlated with the logical framework matrix while measures contributing to mitigate those risks were missing; no elements describing how to ensure the maintenance of fire water tank trucks in the Sub-section 3.5.2 (sustainability); relevance of budgets is questionable as budget tables were prepared on the basis of the abovementioned weak problem analysis.

B) Specific Recommendations

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

1. Add in the Section 1.2.1 (compliance with ITTO objectives and priorities) references regarding the ITTO priorities in correlation with the ITTO Strategic Action Plan 2013-2018;
2. Improve the stakeholders' analysis in correlation with the identified key problem while making sure to breakdown local communities into relevant social categories using fire as tool for livelihood activities in the project area;
3. Completely redesign the problem analysis and associated problem and objective tree by identifying a key problem clearly linked to the main causes of fire outbreaks in the project area;
4. Improve the description of the outcomes after the project completion, mainly in relation to the roles and responsibilities of primary stakeholders as readjusted in the stakeholders' analysis;
5. Subsequent to the second and third specific recommendations, appropriately redefine the development objective and specific objective in accordance with the key problem to be defined in the problem analysis and problem tree;
6. Subsequent to the second, third and fifth specific recommendations, prepare a logical framework matrix with new project elements deriving from development objective, specific objective, problem tree and correlated objective tree;
7. Elaborate the Section 3.2 (strategic approaches and methods) in consistency with the redesigned problem analysis and logical framework matrix;
8. Prepare a work plan consistent with the redesigned problem tree and correlated objective tree, as well as with the logical framework matrix, while avoiding to list some activities (such as Activities 1.1 and 3.1) which should be considered as administrative tasks rather than project activities;
9. Improve the Section 3.5 (assumptions, risks and sustainability) by providing more specific information on the potential risks and their mitigating measures, in light of the assumptions made in the logical framework matrix;
10. Revise the ITTO budget in line with the above overall assessment and specific recommendations and also in the following way:

- a) Remove the budget item 71 from the ITTO budget as it should be covered by the counterpart contribution,
 - b) Adjust the budget item 81 to the standard rate of US\$10,000.00 per year for the monitoring and review costs (US\$30,000 for 3 years),
 - 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
11. Include an Annex that shows the overall assessment and specific recommendations of the 49th 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-ninth Panel

A) Overall Assessment

The Panel recognized the importance of the project aiming at promoting the conservation and sustainable management of Cibodas Biosphere Reserve in West Java, Indonesia as a follow up action to the findings of the recently completed project TFL-PD 019/10 Rev. 2 (M) "Developing collaborative management of Cibodas Biosphere Reserve in West Java, Indonesia".

However, the Panel noted a number of weaknesses in the design and formulation of the proposal. These include weak identification of the key problem and problem tree without linking to the current problem of implementing the integrated management plan of Cibodas Biosphere Reserve which has been developed as one of the key outputs of TFL-PD 019/10 Rev. 2 (M); insufficient development of the logical framework matrix with weak identification of measurable indicators and assumptions; and weak assessment of the sustainability of the project without ensuring further development of activities initiated by the project. With regard to the project budget presentation, the Panel noted that a substantial amount for the three sub-contractors has been allocated without justification. Furthermore, the Panel pointed out that the stakeholder involvement mechanism did not specify collaborating partners and participation mechanism of key stakeholders to ensure their effective engagement during the implementation of the project.

B) Specific Recommendations

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

1. Provide a better map showing the location of the project site and Indonesia. Refine the presentation of the Table of Contents (page iii) by arranging all contents in the left side. Include the Ministry of Environment and Forestry in the list of abbreviations and acronyms;
2. Refine the main purposes of the project in Section 1.1 (Origin) by describing the intended outputs while eliminating the descriptions of implementing activities;
3. Improve Section 1.2.1 (Conformity with ITTO's objectives and priorities) by elaborating the expected contributions of the project to the specified paragraphs of Article 1 of ITTA, 2006. Elaboration should include the project's relevance to the ITTO/IUCN guidelines for the conservation and sustainable use of biodiversity in tropical timber production forests and the ITTO/CBD Collaborative Initiative for Tropical Forest Biodiversity;
4. Refine Section 1.3.1 (Geographic location) by removing descriptions relating to the attention to GGPNP to another place as they are not related to geographic location information;
5. Refine Section 1.4 (Expected outcomes at project completion) by describing intended outcomes including envisaged use of the output by beneficiaries, after the completion of the project.
6. Improve the identification of the key problem to be addressed by the project. It should be related to the problems of implementing the integrated management plan of Cibodas Biosphere Reserve which has been developed by TFL-PD 019/10 Rev. 2 (M). Refine the effects of the key problem by focusing the immediate effects of the key problem in the problem tree.
7. Based on the refined problem analysis, the statements of the development and specific objectives should be improved in a logical way. The development objective should be a higher level aim describing the effects of the achievement of the specific objective. The Panel questioned the inclusion of CBR core conservation area alone in the development objective and pointed out that it should be related to the conservation and sustainable management of CBR as a whole management unit;
8. Improve the logical framework matrix by refining the indicators. Specify precisely the targeted 300 community leaders and women who will receive training on livelihood development which is one of the indicators for the Specific Objective and Output 2. Remove the third indicator (15HTs and 4 motorcycles made available for forest rangers in Year 2-3) for Output 1;
9. In the budget table (3.4.1. Master budget schedule), check the budget component number in accordance with the standard presentation of ITTO Manual for Project Formulation;
10. Justify the engagement of the three sub-contracts for the implementation of Activity 1.2, Activity 2.2,

and Activity 2.4 and improve their terms of reference in Annex 4. Provide more information the proposed establishment of a website;

11. Further improve Section 3.5.1 (Assumptions and risk) by fully describing the specific risks beyond the control of project management together with the improvement of the assumptions of the logical framework matrix. Review the inclusion of expected risks relating to the problem of coordination between relevant Ministries and application of a mechanism for land acquisition in the core area which would be a national issue. The risk mitigation measures should be further detailed to ensure the achievement of objectives and outputs;
12. Specify institutional arrangements to ensure the further development of the activities initiated by the project in Section 3.5.2 (Sustainability);
13. Improve Section 4.1.4 (Stakeholder involvement mechanism) by specifying collaborating partners and mechanism for stakeholder participation;
14. Improve Section 4.3.2 (Mainstreaming) by elaborating activities to synthesize the lessons and experiences learned from the implementation of the project and widely disseminate such lessons as a Cibodas Biosphere Reserve biodiversity conservation knowledge management strategy;
15. Provide updated information on the budget of the executing agency in Annex 1;
16. Further elaborate TORs for each of the national consultants/experts in Annex 4;
17. Include an annex that shows the recommendations of the 49th 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

Sustainable Forest Management, Conservation of Biological Diversity and Promotion of Landscapes for Socio-Ecologic Production in Indigenous Territories of the Uwalcox Micro-Watershed in Guatemala's Western Altiplano (Guatemala)

Assessment by the Forty-ninth Panel

A) Overall Assessment

The Panel recognized the importance of this project for promoting the conservation of biological diversity, sustainable forest management and community agroforestry in the Uwalcox River micro-watershed, whilst simultaneously encouraging adaptation to climate change and improving the living standards of indigenous communities in Guatemala, via the implementation of integrated management practices and the development of socio-ecological production landscapes in the aforementioned region. As such, it is not only highly relevant to ITTO's objectives and core priorities, but also to the objectives of the ITTO/CBD Collaborative Initiative on Tropical Forest Biodiversity and to those of the International Partnership for the Satoyama Initiative (IPSI). The Panel further noted that the proposal was very well formulated and in accordance with the format stipulated in ITTO's Project formulation Manual.

However, the Panel also thought that the project could be further enhanced if the project's two problem trees and objective trees are merged into one, and the correlation between the activities and the outputs is further strengthened, particularly those related to climate change. In addition, there is a potential to merge and/or reduce the number of activities under output 3. Last but not least, the overall project budget should be shared more equitably among all involved, and the sustainability of the activities after project completion by the beneficiary communities should be properly secured.

B) Specific Recommendations

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

1. Consider merging the project's two problem trees and objective trees into one, to provide for a holistic view of the project;
2. Strengthen the correlation between the activities and the outputs, particularly those related to climate change;
3. Include a list of abbreviations, as per the ITTO format;
4. Justify the procurement of firefighting equipment, as it is dangerous to request untrained personnel to fight/control fires. Include background information as regards community forest fire training in the project's area of influence;
5. Clearly describe how the activities will be secured by the communities after project completion;
6. Scale down the ITTO budget by providing a more equitable balance between the ITTO and counterpart contributions towards the overall budget. Include the AVM overhead management costs as part of the AVM counterpart budget and further consider transferring the auditing costs to the AVM counterpart budget;
7. Adjust the costs for ITTO monitoring and review to US\$10,000 per year, include US\$15,000 for mid-term/ex-post evaluation, and recalculate ITTO's Programme Support Costs so as to conform to the standard of 12% of total ITTO project costs; and
8. Include an Annex which shows the overall assessment and recommendations of the 48th 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 779/15 (F)

Mobilising Local People Within Ankasa Forest Conservation Area in Ghana to Implement Forest Conservation Practices and Improved Farm Forestry (Ghana)

Assessment by the Forty-ninth Panel

A) Overall Assessment

The Panel recognized the importance of the project dealing with the mobilization of local communities within and around the Ankasa Forest Conservation Area (ACA), in Ghana, in order to implement the forest conservation practices and improved farm forestry, with the aim of contributing to reduce the biodiversity loss in ACA. However, the Panel noted that most of the sections and sub-sections, including the most critical ones (stakeholder analysis, problem analysis, logical framework matrix, development objective, specific objective, implementation approaches and methods, and budget tables) were poorly elaborated and articulated in the proposal, while budget tables were not following the appropriate formats required for an ITTO project.

The Panel was informed that the same executing agency (FORIG) has been collaborating with local communities in the same project area (Ankasa Conservation Area) for the implementation of the project RED-PD 026/09 Rev.1 (F), under the ITTO REDDES Thematic Programme. The executing agency has been collecting and accumulating a lot of information and data on the challenges faced to promote the payment of environment services with the involvement of selected local communities. Moreover, the Panel questioned why the findings and results of this on-going project were not taken into account during the formulation of this proposal, in particular on social, cultural, economic and environmental aspects. There were no elements describing and justifying how the specific objective and associated outputs could contribute to reduce the biodiversity loss in the Ankasa Conservation Area.

Given the abovementioned comments, the Panel was of the view that most critical components of an ITTO project were not appropriately elaborated and were poorly articulated in the proposal, and therefore making it impossible to consider this proposal as acceptable to continue in the ITTO regular project cycle. The Panel asked the proponent to submit a completely new project proposal, while making sure to use the relevant findings and results being achieved by the on-going project RED-PD 026/09 Rev.1 (F). The reformulated project proposal should be following the guidance of ITTO's manual for project formulation regarding the format of project elements.

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. Therefore, this project is taken out of the ITTO regular project cycle. The proposal is requiring complete reformulation for submission as a new proposal in the ITTO regular project cycle.

Assessment by the Forty-ninth Panel

A) Overall Assessment

The Panel acknowledged the relevance of the gender-oriented project dealing with the sustainable reforestation with indigenous species, in relation to climate change adaptation, with the involvement of women groups in six rural communities in Ghana's Akwapim and Upper Krobo Districts. However, the Panel noted that many project components were not presented in the formats recommended in the third edition of the ITTO manual for project formulation (problem tree, objective tree, budget tables, organizational chart). The Panel also noted that the project proposal contained a number of weaknesses in the following sections and sub-sections: project brief missing; relevance to the ITTO Strategic Action Plan 2013-2018 missing; target area of the project not clearly elaborated for each of the six rural areas where women groups could be involved in the project implementation; outcomes at project completion presenting figures regarding income without explaining how they were estimated by the proponent; rural women groups considered as a homogeneous group in the stakeholder analysis; problem analysis not elaborated in order to facilitate the understanding of the problem tree which did not follow the required format; difficulties to assess the logical framework matrix due to the weaknesses of the problem analysis and problem tree; development objective and specific objective defined on the basis of a weak problem analysis while their respective indicators were missing; strategic approaches and methods with a lot of information not presented in logical and concise way while it was difficult to check their relevance due to the abovementioned weaknesses of the problem analysis; budget tables not following the required format; assumptions and risks not correlated to the logical framework matrix; organizational chart not appropriately presented in the Section 4.1 of the project proposal.

In addition, the Panel was informed that the same executing agency (PITRIS Consult) had been collaborating with these six rural women groups for the implementation of two completed projects PD 396/06 Rev.1 (F) and PD 534/08 Rev.1 (F), under the ITTO regular cycle. Moreover, the Panel questioned why the findings and results of these completed projects were not taken into account during the formulation of this proposal, in particular on social, cultural, economic and environmental aspects.

B) Specific Recommendations

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

1. Add a project brief as required in the ITTO manual for project formulation;
2. Add in the Section 1.2.1 (compliance with ITTO objectives and priorities) references regarding the ITTO priorities in correlation with the ITTO Strategic Action Plan 2013-2018;
3. Improve the stakeholders' analysis in correlation with the identified key problem while making sure to breakdown rural women groups into relevant social categories, in relation to their main livelihood activities in the project area;
4. Completely elaborate the problem analysis and redesign the associated problem tree and objective tree while making sure to follow the required ITTO format;
5. Improve the description of the outcomes at the project completion in the section 1.4, mainly in relation to the roles and responsibilities of primary stakeholders as readjusted in the stakeholders' analysis, while providing the adequate explanation on the estimation of income expected for local communities;
6. Subsequent to the third, fourth and fifth specific recommendations, appropriately redefine the development objective and specific objective, as well as their respective indicators, in accordance with the key problem to be defined in the problem analysis and problem tree;
7. Subsequent to the third, fourth, fifth and sixth specific recommendations, prepare a logical framework matrix with new project elements deriving from development objective, specific objective, problem tree and objective tree, while providing explanation on terms which are not presented in former part of the proposal such as `OUT-Growers` and `Famer Managed Profetional Natural Regeneration`;
8. Elaborate the Section 3.2 (strategic approaches and methods) in consistency with the redesigned problem analysis and logical framework matrix, while taking into account the findings, results and lessons from the completed projects PD 396/06 Rev.1 (F) and PD 534/08 Rev.1 (F);

9. Prepare a work plan consistent with the redesigned problem tree and correlated objective tree, as well as with the logical framework matrix and implementation approaches;
10. Improve the Section 3.5 (assumptions, risks and sustainability) by providing more specific information on the potential risks and their mitigating measures, in light of the assumptions made in the logical framework matrix;
11. Prepare the ITTO budget in line with the above overall assessment and specific recommendations and also in the following way:
 - a) Refer to the the formats for budget tables, as required in the third edition of the ITTO manual for project formulation,
 - b) Adjust the budget item 81 to the standard rate of US\$10,000.00 per year for the monitoring and review costs (US\$30,000 for 3 years),
 - 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
12. Include an Annex that shows the overall assessment and specific recommendations of the 49th 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-ninth Panel

A) Overall Assessment

The Panel acknowledged the efforts made by the proponent in addressing the comments in the overall assessment, as well as the specific recommendations, of the Expert Panel made by its Forty-seventh meeting, in relation to the most important sections and sub-sections of the pre-project proposal. However, the Panel noted that there was no mention in the Section 1.2 (relevance) and Section 3.3 (approaches and methods) of the two following relevant ITTO policy guidelines: 1) ITTO guidelines for the establishment and sustainable management of planted tropical forests, and 2) ITTO guidelines for the restoration, management and rehabilitation of degraded and secondary tropical forests. The Panel also noted that the table presenting the overall pre-project budget by activities and components did not follow the format of the master budget schedule table (refer to page 45 for explanation and page 49 for an example, in the ITTO manual for project formulation), as required for projects and pre-projects. Finally, the Panel noted that the terms of reference for the baseline study was missing, as well as the curriculum vitae (CV) of the pre-project coordinator, while it was not appropriate to include the CVs of two experts (on socio-economic study and environmental study). These experts are supposed to be selected as consultants in conformity with rules and procedures applying to ITTO projects and pre-projects, during the pre-project implementation period.

B) Specific Recommendations

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

1. Further improve the Section 3.3 (approaches and methods) with the inclusion of elements describing how, besides the reference to the ITTO REDDES Thematic Programme, the future project will be in conformity with appropriate principles and recommended actions of the two abovementioned ITTO policy guidelines. Therefore, the Section 1.2 (relevance) should be subsequently improved by adding the appropriate reference elements regarding the relevance to these two ITTO policy guidelines;
2. Readjust the ITTO budget in accordance with the above overall assessment and also in the following way:
 - a) Use the right format for the preparation of the master budget schedule table as explained and presented in the manual for project formulation,
 - b) Appropriately transfer to the master budget schedule table, in the right ITTO format, all figures and elements of the current table of the overall pre-project budget by activity and component, and
3. Include an Annex that shows the overall assessment and specific recommendations of the 49th Expert Panel and respective modifications in tabular form, while making sure to add the pages indicating where to find elements addressing the overall assessment and specific recommendations in the revised version of the project proposal document. 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 770/15 (I)

Promotion and Sustainable Management of Lesser-Used Timber Species(LUTS) in the Moist Forests of the Departments of Atlantida, Colon and Northern Olancho in Honduras (Honduras)

Assessment by the Forty-ninth Panel

A) Overall Assessment

The panel noted that the proposal arises and builds in response to the significant volume of excellent physical-mechanical properties of lesser-used species (LUS) in the Moist Forest of Honduras which are important for the economy of the country.

The panel recognized that some improvements need to be made to the proposal, including the need to elaborate more the origin, the rational, as well as the problem analysis.

B) Specific Recommendations

1. Include the Project Brief;
2. Improve the project site map presentation. Delineate the specific project site in the map;
3. In Section 1.1, add elaboration on the status of LUS utilisation in the country and related previous work/projects, as well as general problems encountered;
4. In Section 1.3.1, add more information on the geographic location and the project site which include a short description on area's major physical features and ecological characteristic;
5. In Section 1.3.2, explain more specifically the social, cultural, economic and environmental aspects of the target area;
6. In Section 1.4, reformulate the expected outcomes where the effect that will be gained by achieving the specific objective of the proposed project is discussed;
7. In Section 2.1.1, reformulate the institutional set-up and organizational issues in accordance with the ITTO manual for project formulation;
8. In Section 2.1.2, add a paragraph on the participatory approach on analysing the stakeholders;
9. In section 2.1.3, reformulate the problems analysis. In corresponding with the problem tree, explain more its major elements (core problem, causes and effects);
10. In Section 3.2, rephrase the paragraph to be more informative;
11. In Output 3, merge Activity 3.1.1 and Activity 3.1.2;
12. Rearrange the budget by the inclusion of auditing costs and increasing costs for project monitoring and administration (ITTO monitoring and review= USD18,000; ITTO final evaluation= USD15,000); and
13. Include an Annex that shows the overall assessment and specific recommendations of the Forty-ninth 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-ninth Panel

A) Overall Assessment

The Panel acknowledged the relevance of the proposal to the Philippines and the importance to promote biotechnology to hasten tree improvement to meet the increasing demand for wood and its derived products. The panel also noted that the project proposal aims to conserve the disease resistant plus trees of *P. falcataria*. However, reformulation and clearer explanations to several aspects of the proposal are indispensable to undertake in order to understand the links between clones production, established plantation and end-use of the wood. The Panel also noticed information lacking on state-of-science to combat Gall Rust, land status for plantation, ownership of plantation and its beneficiaries.

The Panel requested a supporting letter from the collaborating agency, CIRAD, to be included in the revision of the project proposal.

B) Specific Recommendations

1. Reformulate in an alphabetical order and complete the list of abbreviation and acronyms;
2. Improve the project site map presentation. Delineate the specific project site in the map;
3. In Section 1.2.1, in order to keep the relevance of the project with the Objective (i) of the ITTA 20016;
4. In Section 1.3.1, add more information on the geographic location and the project site which include a short description on area's major physical features and ecological characteristic;
5. In Section 1.3.2, explain more specifically the social, cultural, economic and environmental aspects of the target area. Explain the land ownership and local-tree based farmers;
6. In Section 1.4, rephrase or delete the expected outcomes (d) to avoid misunderstanding its context within the overall project interventions. Keep the formulation of this Section in consistency with the indicators in the logical framework matrix;
7. Reformulate Section 2.1.1 in accordance with the ITTO manual for project formulation;
8. In Section 2.1.2, add a paragraph on the undertaken participatory approach on analysing the stakeholders;
9. In section 2.1.3, add statements that discuss the encountered problems within the context of SFM. Reformulate the problem tree in accordance with the ITTO manual, and add the objectives tree;
10. In Section 2.1.4, reformulate the Logical Framework Matrix (LFM) and use SMART indicators;
11. In Section 2.2.1, rephrase the development objective. Change the word 'uplift' with 'contribute';
12. In Section 3.1, in relation with the project Activity 2.3, add the established plantation as one of the project's outputs; List the project's activities in this section;
13. Enhance the elaboration of Section 3.2 with paragraph(s) on plantation establishment;
14. Reformulate the budget arrangement to include the master budget table. Calculate and present in the appropriate tables the budget item for ITTO project monitoring and administration. List the capital items purchase by ITTO budget. Clarify the use of the international travel costs by specifying intended conferences/seminars to attend. Include budget for financial auditing. Clarify the cost of land;
15. Enhance the elaboration of Section 3.5. Assumption must be elaborated based on the key assumption identified in the LFM. Sustainability after project completion must be clearly explained;

16. In Section 4.1.1, referring to the cover-page of the proposal, explain the listed collaborating agencies and their roles in the project implementation;
17. In Section 4.1.3, include donor, NGO and industry representatives; and
18. Include an Annex that shows the overall assessment and specific recommendations of the Forty-ninth 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-ninth Panel

A) Overall Assessment

The Panel recognized that the aim of this small project is to implement a monitoring and control system to prevent illegal logging in Mozambique.

The Panel noted that the revised project proposal was significantly improved and most issues were addressed in accordance with the assessment and specific recommendation of the previous EP meeting. The revised proposal was clearly structured and well formulated in conformity with ITTO's objectives and priorities and focused on improvement of monitoring and control systems for forest law compliance in Mozambique by developing and tests the use of e-tracking systems in Sofala province and Beira harbor.

However, the Panel further noted that the project proposal could be further improved in some sections and sub-sections and suggested the specific recommendations mentioned below for that purpose. For instance, some sections were not logically consistent in the revision; the involvement of communities as stakeholders is a bit unclear; the objectives indicators were insufficiently elaborated; institutional set-up was not clearly presented; some outputs and activities were not well designed; the budget structure and items need further justification, etc.

B) Specific Recommendations

1. Ensure the consistency throughout the revised proposal with the focus on Sofala province and Beira harbor. For example, the expectation of illegal logging reduction in Section 1.4 should be adjusted in line with coverage change;
2. Refine the institutional set-up with clear elaborations on specific roles, responsibilities and capacities of different institutions and agencies to participate in project implementation and the formulation of a feasible implementation strategy;
3. Improve the stakeholder analysis on involvement of communities which is still risky as some of the communities take part in illegal harvesting activities;
4. Restructure the Section 2.1.4 and delete the overlapped text before the Logical Framework table;
5. Further improve the indicators for the development and specific objectives with specific and time-bound elements, taking into account the points listed in Section 1.4;
6. Delete Output 5 Project Governance which is related to project implementation and monitoring rather than project activities and revise relevant sections accordingly such as work plan and budget tables;
7. Revise budget structure by reducing the proportion of budget items in personnel and travel for national and international consultants as well as project staff, as the revised proposal is now focusing on pilot implementation within one province. Moreover, reallocate more funds to the second year implementation;
8. Correct programme support costs for ITTO from 8% to 12% of the total ITTO project costs and recalculate the grand total of the budget;
9. Increase the counterpart contribution which accounts on 6.5 % of the total budget;
10. Further improve sustainability section on how the funding of activities will be continued after project completion with the state budget;
11. Add donor representative (s) as the member of the project steering committee;
12. Include an Annex that shows the responses to the above overall assessment and specific recommendations and respective modifications in tabular form. Modifications should also be highlighted (**bold and underlined**) 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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