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DECISION 2 (LII)

EXTENSION OF THE ITTO BIENNIAL WORK PROGRAMME 2015-2016

The International Tropical Timber Council,

Appreciating the work of the Secretariat in implementing the Biennial Work Programme for the years 2015-2016;

Taking note of ITTO's financial impairments, leading to the suspension of a significant number of activities under the BWP 2015-2016;

Bearing in mind the need to give priority to overcoming the financial shortfall and completing ongoing projects and activities;

Also taking note of the recommendation of the Informal Advisory Group to extend the BWP 2015-2016;

Decides to:

1. Extend the Biennial Work Programme for 2015-2016, as contained in the Annex to this Decision, for a period of one year;
2. Urge all members to pay their assessed contributions in a timely manner and consider making additional resources available, be it through voluntary contributions or in kind resources to implement the Biennial Work Programme 2015-2016
3. Request the Executive Director to seek additional funding sources to finance the continued implementation of the BWP ;
4. Request the Executive Director to report on the progress in implementing the Biennial Work Programme to the Council during its Fifty-third session.

BIENNIAL WORK PROGRAMME FOR 2015-2016

STRATEGIC PRIORITY 1: PROMOTE GOOD FOREST GOVERNANCE AND FINANCING FOR SUSTAINABLE FOREST MANAGEMENT

Activity	Implementation Approach and Cost	Expected SAP Outcomes	SAP Indicators	Activity Targets	Responsible Body
<p>1. Undertake studies in collaboration with relevant partner organizations to review the achievement of sustainable management of tropical timber producing forests. <i>[ITTA, 2006, Article 28(4a)]</i></p>	<p>Make provisions for work on the preparation of ITTO's third report on the State of Tropical Forest Management (SFM Tropics 2016). Analysis will be conducted for SFM progress against the baseline set in the SFM Tropics 2005 and 2011 reports.</p> <p>Estimated cost: US\$600,000 Expected funding sources: Voluntary Contributions Year 2015–US\$400,000 Year 2016–US\$200,000</p>	<ul style="list-style-type: none"> • Better managed forest sector with increased access to financing and investments • Increased forest area that is managed sustainably and legally harvested • Improvement in good governance and effectiveness of forest law enforcement • Reduction in illegal logging and resulting forest degradation 	<ul style="list-style-type: none"> • Information available on implementation of SFM • Number of countries with appropriate policy framework and legislation that is consistent with ITTO Objectives • Member countries implementing policy framework to promote SFM 	<ul style="list-style-type: none"> • SFM Tropics 2016 report published by the end of 2016 • Special TFU published summarizing findings of SFM Tropics 2016 report 	<p>Council</p>
<p>2. Development of ITTO Guidelines to incorporate gender equity in the Organization's activities, programmes and projects in member countries.</p>	<p>A consultant will be recruited to draft ITTO guidelines on gender equity. To this end, he/she should:</p> <ul style="list-style-type: none"> • Review the gender guidelines of other international organizations; • Analyze different ITTO instruments and tools particularly those that are most commonly used by ITTO member countries, and identify which of these instruments would require the incorporation of gender-related mechanisms for their implementation; • Prepare a draft of ITTO Gender Guidelines, including a training module; • Propose at least five gender-related indicators for future Strategic Action Plans and for future work. 	<ul style="list-style-type: none"> • Increase in the awareness of the contribution of SFM to economies • Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members 	<ul style="list-style-type: none"> • Number of stakeholders participating in SFM policy development processes 	<ul style="list-style-type: none"> • Adoption of ITTO Gender Guidelines. 	<p>Council</p>

	<p>Estimated Cost: US\$35,000 Expected funding sources: Voluntary Contributions Year 2015–US\$35,000</p>				
<p>3. Demonstration and adoption of credit schemes for Small-Medium Forest Enterprises (SMFEs). <i>[ITTA, 2006, Article 1(g)]</i></p>	<p>Through a previous ITTO project, a credit scheme for SMFEs has been developed with the high potential of replication and scaling-up. The activity will assist three ITTO selected producer countries in replicating the credit scheme for SMFEs. This work commenced via a similar activity under the 2013-2014 BWP that was partially funded; this activity will continue and expand on the work provided for in 2013-2014.</p> <p>Estimated cost: US\$250,000 Expected funding sources: Voluntary Contributions Year 2015–US\$125,000 Year 2016–US\$125,000</p>	<ul style="list-style-type: none"> • Better managed forest sector with increased access to financing and investments 	<ul style="list-style-type: none"> • Member countries implementing policy framework to promote SFM 	<ul style="list-style-type: none"> • The credit schemes for SMFEs replicated in three member countries 	CFI
<p>4. Promote the publication, dissemination and application of the <i>ITTO Voluntary Guidelines for the Sustainable Management of Natural Tropical Forests</i>. <i>[ITTA, 2006, Articles 1(c), (f), (l), (o), (p)]</i> <i>[ITTC Decision 4(XLIX)]</i></p>	<p>Pursuant to Decision 4(XLIX) <i>ITTO Voluntary Guidelines for the Sustainable Management of Natural Tropical Forest</i>, the following activities are planned:</p> <p>(a) Publish the ITTO Voluntary Guidelines as a policy document in the three languages (English, French and Spanish) and disseminate these guidelines to key stakeholders in ITTO member countries and the international community.</p> <p>Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions Year 2015–US\$100,000</p> <p>(b) Organize three regional capacity building training workshops (one in each tropical region) to facilitate the effective and wider application of the Voluntary Guidelines in particular to revitalize and renew the basics of sustainable forest management especially among</p>	<ul style="list-style-type: none"> • Increased forest area that is managed sustainably and legally harvested. • Improvement in good governance and effectiveness of forest law enforcement 	<ul style="list-style-type: none"> • Member countries implementing policy framework to promote SFM • Forest area under management plans • Forest area under SFM 	<ul style="list-style-type: none"> • The ITTO Voluntary Guidelines for SFM published in three ITTO working languages in 2015 • Three regional capacity building workshops conducted in three tropical regions in 2015 and 2016 	Council

	<p>professional foresters of producer member countries.</p> <p>Estimated cost: US\$240,000 Expected funding sources: Voluntary Contributions <i>(US\$50,000 already pledged under Activity 34 of the 2013-2014 BWP)</i> Year 2015–US\$110,000 Year 2016–US\$80,000</p>				
<p>5. Facilitate the improvement of forest concession policies and practices for tropical timber production forests. <i>[ITTA, 2006, Articles 1 (i), (m), (n)]</i></p>	<p>This activity will facilitate the improvement of forest concession policies and practices for tropical timber production forests in collaboration with FAO, Brazilian Forest Service (BFS) and International Technical Tropical Timber Association (ATIBT) and other relevant organizations and institutions through:</p> <ul style="list-style-type: none"> • Organization of an International Workshop on Forest Concessions in Porto Velho - Rondonia, Brazil in August 2015 (tentative); • Development and dissemination of a policy brief and a practical guide to enhance development, implementation and assessment of forest concession policies and practices for policy makers and forest managers and practitioners; and • Promotion of collaboration among ITTO member countries, co-organizers of the International Workshop, and relevant organizations and institutions. <p>Estimated cost: US\$150,000 Expected funding sources: Voluntary Contributions Year 2015–US\$150,000</p>	<ul style="list-style-type: none"> • Increased forest area that is managed sustainably and legally harvested • Improvement in good governance and effectiveness of forest law enforcement 	<ul style="list-style-type: none"> • Member countries implementing policy framework to promote SFM • Forest area under management plans 	<ul style="list-style-type: none"> • International Workshop on Forest Concession convened in 2015 • A policy brief and practical guidance developed in 2015 • Promoted collaboration among ITTO member countries, co-organizers of the International Workshop, and relevant organizations and institutions 	<p>CRF</p>

<p>6. Continue to monitor progress in the application of criteria and indicators for sustainable forest management. [ITTC Decisions 3(XXVI), 5(XXX), 9(XXX), 4(XXXIV)]</p>	<p>Regular Sessions' work, which includes monitoring the implementation of Decision 4(XXXIV) under which 28 national workshops to promote application of C&I have already been implemented. The two components below were also included in a similar activity under the 2013-2014 BWP that was partially funded; this activity will continue and expand on the work provided for in 2013-2014.</p> <p>(a) Make provision for an additional 2-3 national workshops on C&I (with focus on new member countries) incorporating related topics such as auditing, certification, international reporting requirements, etc. into the workshop curricula.</p> <p>Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions Year 2015–US\$50,000 Year 2016–US\$50,000</p> <p>(b) Participate in international C&I related meetings/discussions/initiatives, including the CPF Task Force on Streamlining Forest Reporting, initiatives to take advantage of synergies between ITTO and FAO forest reporting (SFM Tropics and FRA including the Collaborative Forest Resources Questionnaire) and relevant meetings of other C&I processes.</p> <p>Estimated cost: US\$50,000 Expected funding sources: Voluntary Contributions Year 2015–US\$25,000 Year 2016–US\$25,000</p>	<ul style="list-style-type: none"> • Increase forest area that is managed sustainably and legally harvested 	<ul style="list-style-type: none"> • ITTO indicators for SFM • Forest area under management plans • Forest area under SFM • Forest area certified 	<p>(a)</p> <ul style="list-style-type: none"> • Two to three national C&I training workshops convened <p>(b)</p> <ul style="list-style-type: none"> • Relevant meetings attended; collaboration with FAO FRA enhanced 	<p>Council</p>
	<p>From BWP 2013-2014: US\$ 50,000 Sub-total 2015: US\$ 995,000 Sub-total 2016: US\$ 480,000 Biennium Sub-total: US\$1,525,000</p>				

STRATEGIC PRIORITY 2: INCREASE THE CONTRIBUTION OF TROPICAL FORESTS TO NATIONAL AND LOCAL ECONOMIES THROUGH INTERNATIONAL TRADE

Activity	Implementation Approach and Cost	Expected SAP Outcomes	SAP Indicators	Activity Targets	Responsible Body
<p>7. World Teak Conference 2015: Strengthening the Global Teak Market for Sustainable Development. [ITTA, 2006, Articles 1(a), (b), (d), (e), (f), (g), (h), (i), (k), (p)]</p>	<p>In close cooperation with relevant international, regional and national organizations (TEAKNET, FAO, ASOTECA and IUFRO), the 3rd World Teak Conference 2015 will be organized in May 2015 in Ecuador. The Conference focuses on past achievements, the current state of knowledge and future challenges for the sustainable development of the global teak market. Conference presentations and discussions will include social, economic, technical and environmental issues that have an impact on the production, marketing and trade of teakwood.</p> <p>Estimated cost: US\$50,000 Expected funding sources: Voluntary Contributions Year 2015–US\$50,000</p>	<ul style="list-style-type: none"> • Improved access to international markets for small and medium sized enterprises and community enterprises • Increase in diversity and quantity of efficiently produced value-added products from sustainable managed forests • Increased competitiveness and market access for tropical timber 	<ul style="list-style-type: none"> • Value of exports of tropical forest products • Quantity of tropical timber exports recognized as originating from sustainably managed forests • Employment and value added in further processing in producer member countries • Diversity and quantity of value added products 	<ul style="list-style-type: none"> • Bring in policy makers, researchers and academicians, practitioners, civil society, the private sector, and regional and international organizations engaged in the sustainable development of Teakwood to discuss on past achievements, the current state of knowledge and future challenges for the sustainable development of the global teak market. 	<p>CFI</p>
<p>8. Enhance cooperation between ITTO and CITES. [ITTA, 2006, Article 15] [ITTC Decisions 3(XVI), 7(XXXIV), 2(XXXVII), 5(XLVI)]</p>	<p>Continue to assist Members to implement CITES listings of timber species. Pursuant to Decision 5(XLVI) on “Multi-Donor Mechanism to Facilitate Enhanced Cooperation between ITTO and CITES”, a second grant of approximately US\$6,200,000 (EUR5,000,000) from the European Commission was approved in early 2012. This grant extends over a period of four years and allows continued implementation of the ITTO-CITES capacity building program which commenced in 2006. Matching ITTO contributions from other donors in the amount of approximately US\$3,063,725 during the four-year period are required under the contract with the EC,</p>	<ul style="list-style-type: none"> • Increased competitiveness and market access for tropical timber • Trade and utilization of timber and non-timber tropical forest species is consistent with their conservation 	<ul style="list-style-type: none"> • Value of exports of tropical forest products • Quantity of tropical timber exports recognized as originating from sustainably managed forests • Number of commercial timber species 	<ul style="list-style-type: none"> • Three countries with improved inventory designs • Three tracking/monitoring systems established • Three regional training/experience workshops conducted • Reduced number of trade 	<p>Council</p>

	<p>with US\$1,290,066 already pledged during 2011-2013, leaving a balance of US\$1,773,659 to be sought until the end of the EC grant period in early 2016. The amount sought from donors during this biennium is therefore US\$886,830 per year.</p> <p>ITTO contributions: US\$1,773,659 Expected funding sources: Voluntary Contributions Year 2015–US\$886,830 Year 2016–US\$886,829</p>		and non-timber tropical forest species listed in CITES Appendix I	suspensions of CITES listed timber species	
	<p>Sub-total 2015: US\$ 936,830 Sub-total 2016: US\$ 886,829 Biennium Sub-total: US\$1,823,659</p>				

STRATEGIC PRIORITY 3: ENHANCE THE CONTRIBUTION OF TROPICAL TIMBER PRODUCING FORESTS TO THE CONSERVATION AND SUSTAINABLE USE OF BIODIVERSITY

Activity	Implementation Approach and Cost	Expected SAP Outcomes	SAP Indicators	Activity Targets	Responsible Body
<p>9. Consider impacts of conservation and protection in transboundary areas in relation to achieving SFM. <i>[ITTA, 2006, Articles 1(m), (q), (n), (q), (r)]</i> <i>[ITTC Decision 2(XLV)]</i></p>	<p>Organize an international conference on biodiversity conservation in transboundary tropical forests with aim of promoting the development and implementation of forest policy, governance and institutional arrangements towards effective conservation and sustainable use of biodiversity in transboundary forests, taking into account ITTO and partners' experiences in transboundary conservation areas. This conference will be held in a selected country in the Congo Basin as a follow-up to the International Conference on Biodiversity Conservation in Transboundary Tropical Forests held in Quito, Ecuador on 21-24 July 2010 in collaboration with CBD Secretariat, IUCN and the Ministry of Environment of Ecuador. The conference in the Congo Basin will also cover the enhancement of forest law enforcement, and governance (FLEG) in tropical transboundary conservation areas.</p> <p>Estimated cost: US\$300,000 Expected funding sources: Voluntary Contributions</p>	<ul style="list-style-type: none"> • Conservation and sustainable use of biodiversity in tropical timber producing forests is maintained and enhanced through SFM practices • Business models supporting the conservation and sustainable use of tropical forest biodiversity 	<ul style="list-style-type: none"> • Number of partnerships developed for biodiversity conservation • Extent of protected forest areas 	<ul style="list-style-type: none"> • International Conference on Biodiversity Conservation in Transboundary Tropical Forests convened in 2015 	CRF

	Year 2015–US\$300,000				
<p>10.Promote the conservation, restoration and sustainable management of mangrove ecosystems. <i>[ITTA, 2006, Articles 1(f), (j), (m), (q), (r), (s)]</i></p>	<p>Strengthen practical actions and partnerships to facilitate the conservation, restoration and sustainable management of mangrove forests and ecosystems, specifically by:</p> <ul style="list-style-type: none"> • Reviewing actions having been taken by ITTO and other organizations and stakeholders to conserve, restore and sustainably manage mangrove forests and ecosystems, including best practices and innovative approaches such as PES; and • Organizing an international conference in June/July 2016 in close collaboration with ISME and other partners to: <ul style="list-style-type: none"> • Share lessons learned and challenges and opportunities recognized for the conservation, restoration and sustainable management of mangrove forests and ecosystems; and • Discuss and identify strategies and practical actions which ITTO and its member countries can take, such as the development of a comprehensive action plan, the improvement of database and information system and the enhancement of partnerships for knowledge sharing and capacity development. <p>Estimated cost: US\$300,000 Expected funding sources: Voluntary Contributions Year 2015-US\$50,000 Year 2016-US\$250,000</p>	<ul style="list-style-type: none"> • Conservation and sustainable use of biodiversity in tropical timber producing forests is maintained and enhanced • Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members 	<ul style="list-style-type: none"> • Area of restored forest habitats • Number of partnerships developed for forest conservation and restoration • Extent of protected forest areas 	<ul style="list-style-type: none"> • A synthesis report produced to review the actions having been taken by ITTO and other organizations and stakeholders; and • An international conference on mangrove forests convened in 2016 	<p>CRF</p>
<p>11.Facilitate the application of the <i>ITTO/IUCN Guidelines for the Conservation and Sustainable Use of Biodiversity in</i></p>	<p>Pursuant to Decision 6(XLVI), application of the ITTO/IUCN Biodiversity Guidelines will be promoted through the following actions:</p> <ul style="list-style-type: none"> • Organization of three regional capacity building training workshops (one in each tropical region), 	<ul style="list-style-type: none"> • Conservation and sustainable use of biodiversity in tropical timber producing forests 	<ul style="list-style-type: none"> • Number of partnerships developed for biodiversity conservation 	<ul style="list-style-type: none"> • Three regional training workshops convened • Participation of ITTO at the relevant 	<p>CRF</p>

<p><i>Tropical Timber Production Forests.</i> [ITTA, 2006, Articles 1(m), (r)] [ITTC Decision 6(XLVI)]</p>	<p>as part of the ITTO/CBD Collaborative Initiative for Tropical Forest Biodiversity (ITTO/CBD Initiative), to facilitate the wider and effective application of the ITTO/IUCN Biodiversity Guidelines;</p> <ul style="list-style-type: none"> • Awareness raising and promotion of partnerships and fundraising at the international meetings for the wider application of ITTO/IUCN Biodiversity Guidelines and the implementation of ITTO/CBD Initiative, and dissemination and promotion of ITTO/IUCN Biodiversity Guidelines at other relevant fora; • Organization of side events at the relevant major international meetings, such as CBD COPs, on the achievements of ITTO/CBD Initiative and their contribution to the attainment of forest-related Aichi Biodiversity Targets; and • Enhancement of the organized participation of ITTO member countries in the global debate related to the biodiversity conservation and landscape restoration to facilitate them in taking integrated approaches toward the conservation of biodiversity in tropical forests, including the effective and wider application of ITTO/IUCN Biodiversity Guidelines. <p>Estimated cost: US\$340,000 Expected funding sources: Voluntary Contributions Year 2015–US\$170,000 Year 2016–US\$170,000</p>	<p>is maintained and enhanced through SFM practices</p>		<p>international meetings increased in 2015 and 2016, including the organization of side events</p>	
	<p>Sub-total 2015: US\$520,000 Sub-total 2016: US\$420,000 Biennium Sub-total: US\$940,000</p>				

STRATEGIC PRIORITY 4: REDUCE TROPICAL DEFORESTATION AND FOREST DEGRADATION AND ENHANCE PROVISION OF ENVIRONMENTAL SERVICES

Activity	Implementation Approach and Cost	Expected SAP Outcomes	SAP Indicators	Activity Targets	Responsible Body
12. In cooperation with relevant	(a) Support is required for ITTO to provide information for members interested in formulating	• Increase in the capacity of	• Number of member	a) • Participation in two	Council

<p>organizations, continue to study the implications of climate change for tropical forests and the contribution of tropical forests to the mitigation of the effects of climate change. [ITTA, 2006, Articles 1(f), (p)] [ITTC Decision 1(XXXVIII)]</p>	<p>and implementing an integrated forest sector response to climate change, and for participation in global debates related to the role of tropical forests in climate change mitigation and adaptation, including:</p> <ul style="list-style-type: none"> • Attendance at UNFCCC meetings where tropical forests will be brought to debate; • Facilitate the participation of ITTO member countries in events where the theme of forests and climate change will be high in the agenda; and • Organization of a side event at UNFCCC COPs on the role of sustainable forest management in the tropics to support climate change mitigation and adaptation, and to restore degraded tropical forests. <p>Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions Year 2015–US\$50,000 Year 2016–US\$50,000</p> <p>(b) Study on carbon removals and emissions associated with production and use of harvested tropical wood products:</p> <ul style="list-style-type: none"> • Review of the relevant documents and research findings for the estimation of carbon removals and emissions, including the related work of ITTO; • Implementation of a case study to estimate carbon content, emissions from production and duration in the end-use markets for some selected tropical wood products; and • Identification of methodologies available for the estimation of long-term carbon removals and emissions associated with the production and use of tropical wood products. <p>Estimated cost: US\$70,000</p>	<p>members to address climate change adaptation and mitigation through SFM</p> <ul style="list-style-type: none"> • Financial support for SFM is increased by payments for the environmental services of tropical forests • Increase in income generation based on forest related environmental services and other forest outputs 	<p>countries with forest policy framework for climate change mitigation and adaptation</p> <ul style="list-style-type: none"> • Number of countries with initiatives in place for payments for environmental services or similar mechanisms 	<p>UNFCCC COPs in 2015 and 2016 and the organization of side events</p> <ul style="list-style-type: none"> • Participation in four selected forest and climate change related meetings <p>(b)</p> <ul style="list-style-type: none"> • A case study conducted to estimate carbon content, emissions from processing and duration in the end-use markets • A synthesis report on the methodologies available for the estimation of carbon removals and emissions associated with the production and use 	
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	Expected funding sources: Voluntary Contributions Year 2015–US\$70,000			of tropical wood products	
13. Continue to promote the understanding of the contribution of environmental services to the sustainable management of tropical forests. <i>[Decision 2(XLVII)]</i>	<p>As a follow-up to the recommendations of the International Forum on Payments for Environmental Services of Tropical Forests (San José, Costa Rica on 7-10 April 2014) jointly organized by ITTO, FAO, and Costa Rica's National Fund for Forest Finance (FONAFIFO), this activity will continue the promotion of PES schemes to support innovative and sustainable financing for SFM.</p> <p>(a) Make provision for the conduct of PES case studies from selected successful initiatives by assessing development policies, laws, governance and institutional implementation arrangements to enable the effective design and implementation of PES schemes in the tropics.</p> <p>Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions Year 2015–US\$50,000 Year 2016–US\$50,000</p> <p>(b) Participate in important international PES related meetings/networks, including financing for SFM</p> <p>Estimated cost: US\$40,000 Expected funding sources: Voluntary Contributions Year 2015–US\$20,000 Year 2016–US\$20,000</p>	<ul style="list-style-type: none"> • Financial support for SFM is increased by payments for the environmental services of tropical forests • Increase in income generation based on forest related environmental services and other forest outputs 	<ul style="list-style-type: none"> • Number of countries with initiatives in place for payments for environmental services or similar mechanisms 	<p>(a)</p> <ul style="list-style-type: none"> • Nine case studies from successful examples of PES schemes conducted <p>(b)</p> <ul style="list-style-type: none"> • Relevant PES meetings/networks attended; collaboration with other organizations to promote PES schemes enhanced 	CRF
14. Contribute to national and international efforts in the prevention and management of fire in tropical timber-producing forests. <i>[ITTA, 2006, Article 1(m)]</i>	<p>(a) Together with FAO review and update the ITTO Guidelines on Fire Management in Tropical Forests and the FAO Fire Management Voluntary Guidelines to take into account scientific insights into the state of forests and forest protection in the tropics in the last 15 years and the progress made in fire management and climate change research and development globally</p>	<ul style="list-style-type: none"> • Increase in the capacity of members to address climate change adaptation and mitigation through SFM • Increase in area 	<ul style="list-style-type: none"> • Number of member countries with forest policy framework for climate change mitigation and adaptation • Number of 	<ul style="list-style-type: none"> • Revised ITTO Guidelines published in 2016 • Assistance to three preparatory fora in three ITTO producing regions provided • Assistance to the 6th 	CRF

<p><i>[ITTC Decision 6(XXXIII)]</i></p>	<p>Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions Year 2015–US\$80,000 Year 2016-US\$20,000</p> <p>FAO: TBD (approx. US\$10,000)</p> <p>(b) Make provisions for ITTO’s contributions to the United Nations International Strategy for Disaster Reduction (UNISDR) Global Wildland Advisory Group, and the related Global Wildland Fire Network (GWFN) / Global Fire Monitoring Center (GFMC), and provide support for the Africa, Asia, and Latin America Regional Wildland Fire Networks and other inter-institutional cooperation efforts in their preparatory meetings for the 6th International Wildland Fire Conference to be held in 2015 in South Korea, and further organize a side-event and support the attendance of up to 18 participants from producer member countries implementing ITTO fire-related projects to present and interchange experiences at the 6th International Wildland Fire Conference to be held in 2015 in South Korea.</p> <p>Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions Year 2015–US\$100,000</p>	<p>of forest under SFM and use of ITTO guidelines and C&I</p>	<p>countries with initiatives in place for payments for environmental services or similar mechanisms</p>	<p>International Wildland Fire Conference provided to 6 participants from each of the three ITTO producing regions and the organization of a side event</p>	
	<p>Sub-total 2015: US\$370,000 Sub-total 2016: US\$140,000 Biennium Sub-total: US\$510,000</p>				

STRATEGIC PRIORITY 5: IMPROVE THE QUALITY AND AVAILABILITY OF INFORMATION ON TROPICAL FORESTS, TIMBER MARKETS AND TRADE

Activity	Implementation Approach and Cost	Expected SAP Outcomes	SAP Indicators	Activity Targets	Responsible Body
<p>15. Continue to publish the ITTO Tropical Forest Update (TFU). [ITTA, 2006, Articles 27, 28]</p>	<p>Regular Sessions' work.</p> <p>Estimated cost: US\$520,000 Expected funding sources: Core Operational Costs Year 2015–US\$260,000 Year 2016–US\$260,000</p>	<ul style="list-style-type: none"> • Information on tropical forests, production of timber and non-timber forest products and trade is accurate and widely available • Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion 	<ul style="list-style-type: none"> • Number of countries using information for policy, market development and investment promotion 	<ul style="list-style-type: none"> • Up to four issues of TFU published and distributed in three ITTO working languages both in 2015 and 2016 	<p>Council</p>
<p>16. Collaborate with the Trade Advisory Group (TAG) in organizing and holding the ITTO Annual Market Discussion on the world tropical timber trade during Sessions of the ITTC in 2015 and 2016. [ITTA, 2006, Articles 1(e), (h)]</p>	<p>Regular Sessions' work. The themes for the Annual Market Discussions will be determined at the Council Sessions immediately preceding the discussions.</p> <p>Estimated cost: US\$70,000 Expected funding sources: Core Operational Costs Year 2015–US\$35,000 Year 2016–US\$35,000</p>	<ul style="list-style-type: none"> • Information on tropical forests, production of timber and non-timber forests products and trade is accurate and widely available • Accurate information is used by ITTO members in policy making, forest 	<ul style="list-style-type: none"> • Number of ITTO members providing timely, accurate data • Number of countries using information for policy, market development and investment promotion 	<ul style="list-style-type: none"> • ITTO Annual Market Discussions convened in 2015 and 2016 	<p>Council</p>

		management, market development and investment promotion			
17. Continue to publish the ITTO Market Information Service (MIS). [ITTA, 2006, Articles 27, 28]	Regular Sessions' work. Estimated cost : US\$400,000 Expected funding sources: Core Operational Costs Year 2015–US\$200,000 Year 2016–US\$200,000	<ul style="list-style-type: none"> • Information on tropical forests, production of timber and non-timber forest products and trade is accurate and widely available • Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion 	<ul style="list-style-type: none"> • Number of ITTO members providing timely, accurate data • Coverage and accessibility of ITTO databases • Number of countries using information for policy, market development and investment promotion 	<ul style="list-style-type: none"> • Up to forty-six TTMRs published in 2015 and 2016 (23 issues per year) 	CEM
18. Enhancement of statistical work and databases on statistics. [ITTA, 2006, Article 27]	Regular Sessions' work. The Committee will make provisions for and consider the results of activities to improve statistical databases, maintain access to international forest products trade databases and to maintain involvement in the Intersecretariat Working Group on Forest Statistics and the Joint Forest Sector Questionnaire process. Estimated cost: US\$40,000 Expected funding sources: Core Operational Costs Year 2015–US\$20,000 Year 2016–US\$20,000	<ul style="list-style-type: none"> • Information on tropical forests, production of timber and non-timber forests products and trade is accurate and widely available • Accurate information is used by ITTO members in policy making, 	<ul style="list-style-type: none"> • Number of ITTO members providing timely, accurate data • Coverage and accessibility of ITTO databases • Number of countries using information for policy, market development and investment promotion 	<ul style="list-style-type: none"> • Participation in two meetings of the Intersecretariat Working Group in 2015 and 2016 • Updating and refinement of JFSQ 	CEM

		forest management, market development and investment promotion			
19. Further enhance public relations, education and outreach activities to best convey the achievement of the objectives of the Organization. <i>[ITTA, 2006, Article 1]</i> <i>[ITTC Decision 5(XXVII)]</i>	<p>Regular Sessions' work.</p> <p>Continue to ensure that ITTO reaches as wide an audience as possible by:</p> <p>(a) Undertaking regular communications and outreach activities including, inter alia, improvements and updates to the ITTO website in the three official languages; publishing and disseminating relevant ITTO reports, including annual reports; newsletters, editing, producing and disseminating public relations materials (posters, brochures, pamphlets, calendars, etc.).</p> <p>Estimated cost: US\$204,021 Expected funding sources: Core Operational Costs Year 2015–US\$114,021 Year 2016–US\$ 90,000</p> <p>(b) Outreach materials and booths to exhibit the work of ITTO at relevant international events during the biennium (e.g. UNFCCC CoP21 in Paris 2015, XIV World Forestry Congress, CBD CoP in 2016, UNFF-11, 23-COFO, and other fora not covered under other BWP activities)</p> <p>Estimated cost: US\$169,308 Expected funding sources: Core Operational Costs Year 2015–US\$84,654 Year 2016–US\$84,654</p>	<ul style="list-style-type: none"> • Information on tropical forests, production of timber and non-timber forest products and trade is accurate and widely available • Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion 	<ul style="list-style-type: none"> • Number of countries using information for policy, market development and investment promotion 	<p>(a)</p> <ul style="list-style-type: none"> • Up to three new technical series documents published and disseminated • Issue of Tropical Forest News newsletter ever two months, • New posters, pamphlets and leaflets published • Two Annual Reports in three languages published • Photo database enhanced • New ITTO website with improve design and functionalities <p>(b)</p> <ul style="list-style-type: none"> • Exhibiting the work of ITTO at up to five international for a 	Council

	<p>(c) Coverage of ITTC session by the Earth Negotiations Bulletin (ENB)</p> <p>Estimated cost: US\$100,000 Expected funding sources: Voluntary contributions Year 2015–US\$50,000 Year 2016–US\$50,000</p>			<p>(c)</p> <ul style="list-style-type: none"> • Daily digital coverage of ITTC sessions 	
<p>20. Improve branding, positioning and marketing of ITTO. [ITTA, 2006, Articles 1(a), (b), (f), (h), (o)]</p>	<p>As a follow-up to the fundraising and knowledge management strategies developed for ITTO under the BWP 2013-2014, this activity aims at improving ITTO's visibility among international organizations, as well as other platforms (i.e. private sector, academy, donors, NGOs, etc.) by delivering compelling case studies and messages on the added value of the work of ITTO in promoting SFM and legal and sustainable timber trade.</p> <p>Estimated cost: US\$250,000 Expected funding sources: Voluntary Contributions Year 2015–US\$150,000 Year 2016–US\$100,000</p>	<ul style="list-style-type: none"> • Information on tropical forests, production of timber and non-timber forests products and trade is accurate and widely available • Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion 	<ul style="list-style-type: none"> • Number of countries using information for policy, market development and investment promotion 	<ul style="list-style-type: none"> • Two high quality videos of the work of the organization; • Multimedia developed and disseminated; • Printed material (pamphlets, brochures, and posters) 	Council
<p>21. Implementation of the ITTO Knowledge Management Strategy and Action Plan – [ITTA, 2006, Articles 1(c), (r)]</p>	<p>The activity is the continuation of Activity 22 under the BWP 2013-2014 to 'Develop an ITTO knowledge management strategy and knowledge management guidelines' and comprises the implementation of the 'ITTO Knowledge Management Strategy and Action Plan' approved at the 49th ITTC, Libreville, Gabon. It includes the following components:</p> <p>a) ITTO staff capacity building/training</p> <p>Estimated cost: US\$30,000 Expected funding sources: Voluntary Contributions</p>	<ul style="list-style-type: none"> • Information on tropical forests, production of timber and non-timber forest products and trade is accurate and widely available • Improved use of ITTO data by other 	<ul style="list-style-type: none"> • Coverage and accessibility of ITTO databases • Number of countries using information for policy, market development and investment promotion 	<ul style="list-style-type: none"> • ITTO Staff training on communication tools including social networks; • Improved ITTO networking in particular at the regional level • Targeted publications on specific projects • Re-examination 	Council

	<p>(US\$30,000 from Activity 22 of the BWP 2013-2014)</p> <p>b) Enhanced learning and networking including at the regional level (through ITTO regional officers)</p> <p>Estimated cost: US\$30,000 Expected funding sources: Voluntary Contributions (US\$30,000 from Activity 22 of the BWP 2013-2014)</p> <p>c) Re-examination of the ITTO KM Strategy overall goals and objectives</p> <p>Estimated cost: US\$20,000 Expected funding sources: Voluntary Contributions (US\$20,000 from Activity 22 of the BWP 2013-2014)</p> <p>d) Targeted publications and other materials synthesizing key results of ITTO projects</p> <p>Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions Year 2015–US\$50,000 Year 2016–US\$50,000</p>	institutions and processes		report of the KM Strategy & Action Plan objectives	
22. Undertake the biennial review and assessment of the world timber situation. <i>[ITTA, 2006, Article 28]</i>	<p>(a) Publication of the biennial review and assessment of the world timber situation for 2013-2014 in the first half of 2015.</p> <p>Estimated cost: US\$40,000 Expected funding sources: Core Operational Costs Year 2015–US\$40,000</p> <p>(b) Consideration of the draft elements for the biennial review and assessment of the world timber situation for 2015-2016.</p> <p>Estimated cost: US\$50,000 Expected funding sources: Core Operational Costs</p>	<ul style="list-style-type: none"> • Information on tropical forests, production of timber and non-timber forest products and trade is accurate and widely available • Accurate information is used by ITTO members in policy making, 	<ul style="list-style-type: none"> • Number of ITTO members providing timely, accurate data • Number of countries using information for policy, market development and investment promotion 	<p>(a) Biennial review and assessment published in 2015</p> <p>(b) Draft elements considered at the Fifty-second Session of the Council in 2016</p>	Council

	Year 2016–US\$50,000	forest management, market development and investment promotion			
23. Creation of web-based 'One-Stop' interactive profiles of the wood based industry, trade and forestry sectors in producer member countries to support tropical timber market transparency and diversification. <i>[ITTA, 2006, Article 1]</i>	<p>The activity will present in one easily accessible website on the ITTO home page the vast intelligence ITTO has on the industry and trade in producer member countries. This will be complemented by information provided directly by government agencies, trade/industry associations and private enterprises in producer member countries. The website will also include information on steps taken in each country to ensure legality of timber production, thereby assisting importers with due diligence requirements.</p> <p>Estimated cost: US\$150,000 Expected funding sources: Voluntary Contributions Year 2015–US\$100,000 Year 2016–US\$50,000</p>	<ul style="list-style-type: none"> • Information on tropical forests, production of timber and non-timber forest products and trade is accurate and widely available 	<ul style="list-style-type: none"> • Number of countries using information for policy, market development and investment promotion • Number of ITTO members providing timely, accurate data 	<ul style="list-style-type: none"> • Development and promotion of the web based producer country trade/industry profiles • An increase in inquiries to tropical timber exporters from traditional and emerging markets • An increase in the number of markets supplied • An increase in the number of products exported to traditional and emerging markets 	CEM
24. Development of Environmental Product Declaration (EPD) for selected tropical wood products. <i>[ITTA, 2006, Articles 1(a), (f), (s)]</i>	<p>This activity will compile Environmental Product Declarations (EPDs) through the development of a Life Cycle Inventory database and Life Cycle Assessment (LCA) reports for three products, complementing the work already done to develop EPDs for meranti plywood, ipe decking and khaya lumber under the 2013-2014 BWP. This activity was submitted and endorsed by ITTO's Trade Advisory Group.</p> <p>Estimated cost: US\$180,000 Expected funding sources: Voluntary Contributions Year 2015–US\$90,000 Year 2016–US\$90,000</p>	<ul style="list-style-type: none"> • Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion 	<ul style="list-style-type: none"> • Number of countries using information for policy, market development and investment promotion 	<ul style="list-style-type: none"> • LCA reports, carbon footprint and EPD developed for three products 	CFI

<p>25. Promote trade in tropical timber and tropical timber products from sustainably managed and legally harvested sources. [ITTA, 2006, Articles 1(d), (k), (n), (o)]</p>	<p>Further promote the development and implementation of web-based information systems designed and operated to make sound data and information available to assist consumers in identifying/purchasing legally/sustainably produced timber, in cooperation with governments and public-private partnerships.</p> <p>ITTO finalized a 4.4 million euro contract (including EUR 375,000 to be provided as an in-kind contribution by ITTO) with the European Union in 2014 to establish an Independent Market Monitoring system for FLEGT-licensed timber entering the EU market. This activity was included under Activity 25 of the 2013-2014 BWP whose implementation approach (above) and objectives were closely related. The IMM will be implemented from 2014-2018 and progress will be reported to the CEM under this BWP activity during 2015-2016.</p> <p>Activity No.: PP-A/49-291 EU Contract Number: DCI-ENV/2013/316-244</p> <p>Estimated cost: Fully funded by EU grant of EUR 4 million through 2018.</p>	<ul style="list-style-type: none"> • Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion • Information on tropical forests, production of timber and non-timber forests products and trade is accurate and widely available 	<ul style="list-style-type: none"> • Coverage and accessibility of ITTO databases • Number of countries using information for policy, market development and investment promotion • Number of ITTO members and other stakeholders providing timely, accurate data 	<ul style="list-style-type: none"> • IMM system developed and implemented 	CEM
	<p>From BWP 2013-2014: US\$ 80,000 Sub-total 2015: US\$1,203,675 Sub-total 2016: US\$1,069,654 Biennium Sub-total: US\$2,353,329 <i>(not including Activity 25)</i></p>				

STRATEGIC PRIORITY 6: BUILD AND DEVELOP HUMAN RESOURCE CAPACITY TO IMPLEMENT SFM AND INCREASE TRADE IN FOREST GOODS AND SERVICES FROM SUSTAINABLY MANAGED FORESTS

Activity	Implementation Approach and Cost	Expected SAP Outcomes	SAP Indicators	Activity Targets	Responsible Body
<p>26. Consider advice from and facilitate involvement of the Trade Advisory Group (TAG) and the Civil Society</p>	<p>Regular Sessions' work. Encourage support for the participation of TAG and CSAG members in Council Sessions.</p> <p>Estimated cost: US\$80,000 Expected funding sources: Voluntary Contributions</p>	<ul style="list-style-type: none"> • Public institutions, communities and commercial entities have adequate 	<ul style="list-style-type: none"> • Number of stakeholders participating in SFM policy development processes 	<ul style="list-style-type: none"> • At least four representatives from TAG and CSAG assisted to participate in the Sessions of the 	Council

<p>Advisory Group (CSAG). [ITTC Decisions 9(XXVIII), 2(XXXII)]</p>	<p>Year 2015–US\$40,000 Year 2016–US\$40,000</p>	<p>forest management, planning, policy and business skills needed to implement SFM and engage in international trade</p> <ul style="list-style-type: none"> • Increase in the awareness of the contribution of SFM to economies • Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members 		<p>Council in 2015 and 2016</p>	
<p>27. Continue to provide for ITTO's cooperation and consultation with the Collaborative Partnership on Forests (CPF) in support of the United Nations Forum on Forests (UNFF) and other relevant international and regional organizations, institutions and</p>	<p>Maintain ITTO's active involvement in the CPF and UNFF by providing relevant inputs, participating effectively in the relevant activities, work and meetings of the UNFF and CPF and shouldering part of the costs of relevant work and activities on the basis of equitable cost-sharing with other members of the CPF.</p> <p>Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions Year 2015–US\$50,000 Year 2016–US\$50,000</p>	<ul style="list-style-type: none"> • Public institutions, communities and commercial entities have adequate forest management, planning, policy and business skills needed to implement SFM and engage in international trade • Increase in the awareness of the 	<ul style="list-style-type: none"> • Number of stakeholders participating in SFM policy development processes 	<ul style="list-style-type: none"> • Participation of ITTO in UNFF11 in 2015 and up to four CPF meetings in 2015 and 2016 • Contributions to up to three CPF joint initiatives in 2015 and 2016 	<p>Council</p>

<p>initiatives. [ITTA, 2006, Article 15] [ITTC Decision 7(XXX)]</p>		<p>contribution of SFM to economies</p> <ul style="list-style-type: none"> • Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members 			
<p>28. Decide on eligible fellowship applications in 2015 and 2016 based on the recommendations of the Fellowship Selection Panel. [ITTC Decision 4(XXVII)]</p>	<p>The objective of the fellowship programme is to develop human resources and enhance professional expertise in member countries in tropical forestry and related disciplines, with a view to promoting sustainable management of tropical forests, efficient utilization and processing of tropical timber, and better economic information on the international trade in tropical timber. Eligible activities include:</p> <ul style="list-style-type: none"> • Participation in short term training courses, training internships, study tours, lecture/demonstration tours and international/regional conferences; • Technical document preparation, publication and dissemination, such as manuals and monographs; and • Postgraduate studies. <p>Estimated cost: US\$800,000 Expected funding sources: Voluntary Contributions Year 2015–US\$400,000 Year 2016–US\$400,000</p>	<ul style="list-style-type: none"> • Public institutions, communities and commercial entities have adequate forest management, planning, policy and business skills needed to implement SFM and engage in international trade • Increase in the awareness of the contribution of SFM to economies • Local communities are informed and able to participate in SFM policy development and related activities 	<ul style="list-style-type: none"> • Number of individuals receiving training or education • Number of trained individuals per hectare of forest per country • Number of visitors to ITTO's website 	<ul style="list-style-type: none"> • 100-120 fellowships awarded in 2015 and 2016 • Fellowship alumni network maintained 	<p>Council</p>

		<ul style="list-style-type: none"> • Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members 			
<p>29. Enhance the technical capacity of member countries, particularly developing member countries, to meet the statistics and reporting requirements. <i>[ITTA, 2006, Article 28(5)]</i></p>	<p>Upon request, provide assistance (in liaison with FAO and other partners) to member countries to strengthen their statistics collection and enhance reporting.</p> <p>Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions Year 2015–US\$50,000 Year 2016–US\$50,000</p>	<ul style="list-style-type: none"> • Public institutions, communities and commercial entities have adequate forest management, planning, policy and business skills needed to implement SFM and engage in international trade • Increase in the awareness of the contribution of SFM to economies • Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members 	<ul style="list-style-type: none"> • Number of individuals receiving training or education 	<ul style="list-style-type: none"> • Up to four country-level and/or regional workshops conducted in 2015 and 2016 	<p>CEM</p>

<p>30. Strengthening the capacity to promote efficient wood processing technologies in tropical timber producing countries. [ITTA, 2006, Articles 1(f), (i)]</p>	<p>This activity will be undertaken in producer member countries in Africa, Asia Pacific and Latin America and the Caribbean regions where forest industry production chains encounter problems of inefficiency and lack of human resource capacity. Forest industries, forest industry associations, forestry training and research institutions, as well as representatives from relevant government agencies will take part in the in-house training.</p> <p>Related work commenced via a similar activity under the 2013-2014 BWP that was partially funded; this activity will continue and expand on the work already provided for in 2013-2014.</p> <p>Estimated cost: US\$250,000 Expected funding sources: Voluntary Contributions Year 2015–US\$125,000 Year 2016–US\$125,000</p>	<ul style="list-style-type: none"> • Increase in the awareness of the contribution of SFM in policy development and related activities • Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members 	<ul style="list-style-type: none"> • Number of factories receiving training 	<ul style="list-style-type: none"> • The scope of the in-house training will include strengthening capacity in common problem areas in the wood-based industries, namely: log stocking and loading, kiln drying and boilers, saw doctoring, finger jointing, laminating, packaging, waste control, maintenance and work safety 	CFI
<p>31. Matching the needs of forest industry with the innovations, technologies and know-how developed through ITTO projects. [ITTA, 2006, Articles 1(f), (i), (p)]</p>	<p>This activity will build on the results of a similar activity carried out under the 2013-2014 BWP, which aimed at strengthening ITTO's outreach by making better use of information developed by ITTO's past projects. Opinions expressed in a stakeholder survey resulted in focusing this activity on making existing knowledge about lesser used species generated by ITTO projects more readily available.</p> <p>A dedicated and scalable web platform was developed in 2013-14 in order to disseminate silvicultural, technical and market information about lesser used tropical timber species (LUS) to different audiences, containing information on 60 species from tropical America.</p> <p>Under the 2015-2016 BWP, the intention is to expand the website to species from tropical Africa and Asia, and to strengthen regional support structures for updating the platform.</p>	<ul style="list-style-type: none"> • Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members 	<ul style="list-style-type: none"> • Number of websites and visitors linked to ITTO's website 	<ul style="list-style-type: none"> • At least 60 profiles of LUS per ITTO producer region 	CFI

	<p>Estimated cost: US\$240,000 Expected funding sources: Voluntary Contributions Year 2015–US\$140,000 Year 2016–US\$100,000</p>				
<p>32. Improving forestry extension schemes to ensure the implementation of sustainable forest management (SFM) and contribute to the conservation of tropical forest ecosystems. <i>[ITTA, 2006, Article 1(a), (c), (d), (i), (j), (m), (r)]</i></p>	<p>A five-day international seminar will be organized in a selected country in Latin America in October 2015 to discuss forestry extension services and schemes with the aim of contributing to the field practice of sustainable management of tropical forests and tropical forest ecosystems.</p> <p>The seminar will be targeted to the institutions and professionals related to forest extension. Guest speakers will include public officers, technical advisors, academicians and researchers from major forestry and timber producing countries.</p> <p>The topics to be discussed include: Global overview of forestry extension schemes and services; Challenges and opportunities for forestry extension service; Role of forest professionals in the development of forest management skills; Consideration of biodiversity conservation in forestry operations; Share of responsibility between forest professionals and clients; Certification schemes for forestry extension service; Governance and assistance schemes to improve the quality of forestry extension service; Mechanisms for monitoring and evaluation of forestry extension service; and Financial incentives for high-quality forestry extension service.</p> <p>Estimated cost: US\$300,000 Expected funding sources: Voluntary contributions Year 2015–US\$300,000</p>	<ul style="list-style-type: none"> Public institutions, communities and commercial entities have adequate forest management, planning, policy and business skills needed to implement SFM and engage in international trade Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members 	<ul style="list-style-type: none"> Number of stakeholders participating in SFM policy development processes 	<ul style="list-style-type: none"> A five-day international seminar organized to discuss forestry extension schemes and services Partnerships and networks established to share information and knowledge among institutions and experts. 	CRF
<p>33. Enhance the Cooperation between ITTO and World Customs Organization</p>	<p>This activity will enable Customs and other border agencies in ITTO and other WCO members to have access to frontline reference materials and training tools for monitoring timber trade, including development of Timber Guidelines for use by Customs</p>	<ul style="list-style-type: none"> Public institutions, communities and commercial entities have 	<ul style="list-style-type: none"> Number of individuals receiving training or education 	<ul style="list-style-type: none"> Development of Timber Guidelines for use by Customs officials Pilot implementation 	CEM

(WCO), through the Preparation of Guidelines for Frontline Customs Officials in Combatting Illegal Timber Trade [ITTA, 2006 Articles 1 (d), (k), (n)]	officials. This activity has been submitted and endorsed by ITTO's Civil Society Advisory Group. Estimated cost: US\$259,600 Expected funding sources: Voluntary Contributions Year 2015–US\$150,000 Year 2016–US\$74,500 WCO (in kind)–US\$30,000 TRAFFIC–US\$5,100	adequate forest management, planning, policy and business skills needed to implement SFM and engage in international trade. • Increased forest area that is managed sustainably and legally harvested • Improvement in good governance and effectiveness of forest law enforcement • Reduction in illegal logging and resulting forest degradation		of Timber Guidelines in Malaysia	
	From other sources (WCO, TI): US\$ 35,100 Sub-total 2015: US\$1,255,000 Sub-total 2016: US\$ 839,500 Biennium Sub-total: US\$2,129,600				

ROUTINE, ADMINISTRATIVE AND FINANCIAL ACTIVITIES

Activity	Implementation Approach and Cost	Activity Targets	Responsible Body
34. With the assistance of the Expert Panel for Technical Appraisal of Project Proposals, appraise relevant committee project and pre-project proposals submitted by Member countries.	Expert Panel for Technical Appraisal of Project Proposals. Estimated cost: US\$280,000 Expected funding sources: Core Operational Costs	• Two meetings of the Expert Panel convened in 2015 and 2016	Council and Committees

<p><i>[ITTA, 2006, Article 26]</i> <i>[ITTC Decisions 6(IX), 2(X), 7(XXI), 7(XXII)]</i></p>	<p>Year 2015–US\$140,000 Year 2016–US\$140,000</p>		
<p>35. Consider the progress in the implementation of the ITTO Biennial Work Programme for 2015-2016. <i>[ITTA, 2006, Article 24]</i> <i>[ITTC Decisions 7(XXV), 2(XXXI), 9(XXXIV)]</i></p>	<p>Regular Sessions' work.</p>	<ul style="list-style-type: none"> • Progress reviewed at the Fifty-first and Fifty-second Sessions of the Council in 2015 and 2016 	<p>Council</p>
<p>36. Consider the Draft ITTO Biennial Work Programme for 2017-2018. <i>[ITTC Decisions 7(XXV), 2(XXXI), 9(XXXIV)]</i></p>	<p>Regular Sessions' work.</p>	<ul style="list-style-type: none"> • Draft ITTO Biennial Work Programme for 2017-2018 considered at the Fifty-second Session of the Council in 2016 	<p>Council</p>
<p>37. Decide on eligibility of approved actions, projects and pre-projects for funding out of Sub-account B of the Bali Partnership Fund. <i>[ITTA, 2006, Article 21]</i> <i>[ITTC Decision 4(XXX)]</i></p>	<p>Regular Sessions' work. The Panel established under ITTC Decision 4(XXX) advises the Council on eligibility of actions, pre-projects and projects for funding out of Sub-Account B.</p>	<ul style="list-style-type: none"> • Decisions taken at the Fifty-first and Fifty-second Sessions of the Council in 2015 and 2016 	<p>Council</p>
<p>38. Decide on project work, including financing, taking into account the recommendations made by the Committees on project proposals and on-going and completed approved projects. <i>[ITTA, 2006, Articles 20, 21, 25]</i></p>	<p>Regular Sessions' work.</p>	<ul style="list-style-type: none"> • Decisions taken at the Fifty-first and Fifty-second Sessions of the Council in 2015 and 2016 	<p>Council</p>
<p>39. Make allocations from unearmarked funds available in the Bali Partnership Fund and/or Special Account to fund implementation of eligible approved actions, projects and pre-projects. <i>[ITTA, 2006, Article 21]</i> <i>[ITTC Decision 4(XXX)]</i></p>	<p>Regular Sessions' work. The Panel established under ITTC Decision 4(XXX) advises Council on allocations of unearmarked funds.</p>	<ul style="list-style-type: none"> • Allocations made at the Fifty-first and Fifty-second Sessions of the Council in 2015 and 2016 	<p>Council</p>
<p>40. Consider progress in the implementation, monitoring and evaluation of pre-projects, projects and activities under the Thematic</p>	<p>Regular Sessions' work</p>	<ul style="list-style-type: none"> • Progress considered at the Fifty-first and Fifty-second Sessions of the Council in 2015 and 2016 	<p>Council</p>

Programmes Sub-Account. <i>[ITTA, 2006, Article 20(6)]</i> <i>[ITTC Decisions 9(XLIV), 10(XLIV)]</i>			
41. Consider the reports of the Informal Advisory Group (IAG). <i>[ITTC Decisions 3(XXII), 5(XXVI)]</i>	Regular Sessions' work.	<ul style="list-style-type: none"> • Report of the Twenty-ninth and Thirtieth Meetings of the IAG considered at the Fifty-first and Fifty-second Sessions of the Council in 2015 and 2016 	Council
42. Review the results of relevant project and policy work of the Committees. <i>[ITTA, 2006, Articles 24, 26]</i>	Regular Sessions' work.	<ul style="list-style-type: none"> • Reports of the Committees presented at the Fifty-first and Fifty-second Sessions of the Council in 2015 and 2016 	Council
43. Approve selected projects for ex-post evaluation following procedures outlined in ITTC Decision 3(XXVIII). <i>[ITTC Decision 3(XXVIII)]</i>	Regular Sessions' work.	<ul style="list-style-type: none"> • Projects selected for ex-post evaluation approved at the Fifty-first and Fifty-second Sessions of the Council in 2015 and 2016 	Council
44. Consider and, if appropriate, take action to disseminate information on project findings and results. <i>[ITTA, 2006, Article 26]</i>	Regular Sessions' work.	<ul style="list-style-type: none"> • Dissemination considered at the Fifty-first and Fifty-second Sessions of the Council in 2015 and 2016 	Council
45. Consider the reports of mid-term and ex-post evaluations on on-going and completed projects. <i>[ITTA, 2006, Articles 24, 26]</i>	Regular Sessions' work.	<ul style="list-style-type: none"> • Reports considered at the Fifty-first and Fifty-second Sessions of the Council in 2015 and 2016 	Joint Committees
46. Review the independent audited statements for the 2014 and 2015 financial years, and make recommendation to the Council for their approval. <i>[ITTA, 2006, Article 26(3)]</i>	Routine. Regular Sessions' work.	<ul style="list-style-type: none"> • Reports of independent auditors published in ITTO Annual Reports in 2014 and 2015 	CFA
47. Examine and make recommendations to Council, regarding the approval of the Organization's administrative budget proposals for the financial years 2016	Routine. Regular Sessions' work.	<ul style="list-style-type: none"> • Thirtieth CFA Report presented at the Fifty-first Session of the Council in 2015 	CFA

<p>and 2017. [ITTA, 2006, Article 26(3)]</p>			
<p>48. Review the assets of the Organization to ensure prudent asset management and that the Organization has sufficient reserves to carry out its work. [ITTA, 2006, Article 26(3)]</p>	<p>Routine. Regular Sessions' work.</p>	<ul style="list-style-type: none"> • Report of the independent auditors for the financial years 2014 and 2015 presented at the Fifty-first and Fifty-second Sessions of the Council in 2015 and 2016 	<p>CFA</p>
<p>49. Examine and make recommendations to Council, on the budgetary implications of the Organization's work programme, and the actions that might be taken to secure the resources needed to implement it. [ITTA, 2006, Article 26(3)]</p>	<p>Routine. Regular Sessions' work.</p>	<ul style="list-style-type: none"> • Decision on the ITTO Biennial Work Programme 2015-2016 presented at the Fiftieth Session of the Council in 2014 	<p>CFA</p>
<p>50. Undertake a survey to assess the use of the various ITTO guidelines on the sustainable management of plantations, secondary forests, biodiversity and natural forests in the tropics [ITTA, 2006, Article 1(a), (d), (m), (r)]</p>	<p>Make provisions to conduct a survey to assess the use of ITTO guidelines which have been developed to address the social, economic and environmental issues of sustainable forest management in the tropics.</p> <p>A survey will be conducted to gather responses from a full range of tropical forest stakeholders, through a professional online survey services provider, with the aim of analyzing the awareness, use and impacts of ITTO guidelines. Information can be used to make guidelines more useful and accessible to a greater number of practitioners while enhancing public appreciation of these resources.</p> <p>Estimated cost: US\$50,000 Estimated funding sources: Voluntary Contributions Year 2015-2016–US\$50,000</p>	<ul style="list-style-type: none"> • A report on the use of ITTO guidelines available before the Fifty-second Council Session 	<p>CRF</p>
<p>51. Study on Regional ITTO Presence and Representation</p>	<p>Make provision for a study on the pros and cons of Regional Offices versus Regional Officers including a cost benefit analysis to inform Council's deliberation at its Fifty-first Session on ITTO presence and representation in the regions.</p>	<ul style="list-style-type: none"> • A report on Regional ITTO Presence and Representation 	<p>Council</p>

	Estimated cost: US\$25,000 Estimated funding sources: Voluntary Contributions Year 2015–US\$25,000		
	Sub-total 2015: US\$215,000 Sub-total 2016: US\$140,000 Biennium Sub-total: US\$355,000		

TOTAL 2015: US\$ 5,495,505
TOTAL 2016: US\$ 3,975,983
BIENNIUM GRAND TOTAL: US\$ 9,471,488

**TERMS OF REFERENCE FOR THE ACTIVITIES
CONTAINED IN THE
BIENNIAL WORK PROGRAMME
FOR THE YEARS 2015-2016**

Activity No. 1

**UNDERTAKE STUDIES IN COLLABORATION WITH RELEVANT PARTNER ORGANIZATIONS TO
REVIEW THE ACHIEVEMENT OF SUSTAINABLE MANAGEMENT OF
TROPICAL TIMBER PRODUCING FORESTS**

[ITTA, 2006, Article 28(4a)]
[Strategic Action Plan 2013-2018, Strategic Priority 1]

I. Background

ITTO published its first SFM Tropics report in 2005. The 2008-2009 BWP provided funds to update/revise the report for 2010.

II. Description

The activity seeks funding for the SFM Tropics 2016 report. The report will be prepared in 2015 and the first half of 2016 and will be published in time for the 52nd ITTC session in 2016. The requested funding will provide for a small team of consultants to be recruited to compile the report; limited assistance to producer countries to compile information using the ITTO C&I Reporting Format for the report; payments to other data providers for data sets and analysis (e.g. UNEP-WCMC for protected areas); layout, design, translation and printing of the report; and a publicity campaign to announce the report's findings to a broad audience.

III. Expected Outputs

- a) SFM Tropics report in the three working languages of ITTO; and
- b) Publicity campaign and launching event.

IV. Target Countries ITTO member countries

V. Duration & Timing 24 months in 2015/2016

VI. Budget US\$600,000 (including consultant fees, data charges, assistance to members, translation, printing and public relations costs).

Activity No. 2

DEVELOPMENT OF ITTO GUIDELINES TO INCORPORATE GENDER EQUITY IN THE ORGANIZATION'S ACTIVITIES, PROGRAMMES AND PROJECTS IN MEMBER COUNTRIES

[Strategic Action Plan 2013-2018, Strategic Priority 1]

I. Background

For many years, ITTO has contributed to the implementation of a large number of activities and projects in its member countries. Many of these activities and projects have had strong links to local communities and have supported local men and women in improving the management of their forest resources.

II. Description

A consultant will be recruited to draft ITTO guidelines on gender equity. To this end, he/she should:

- Review the gender guidelines of other international organizations;
- Analyze different ITTO instruments and tools particularly those that are most commonly used by ITTO member countries, and identify which of these instruments would require the incorporation of gender-related mechanisms for their implementation;
- Prepare a draft of ITTO Gender Guidelines, including a training module;
- Propose at least five gender-related indicators for future Strategic Action Plans and for future work.

III. Expected Outputs

- a) Improved gender vision in ITTO's policy work and ITTO project outcomes, thus contributing to the achievement of the ITTA 2006 objectives;
- b) Project proponents, ITTO staff and ITTO focal points will gain enhanced awareness of the role of gender in achieving the ITTA objectives and will be able to address gender issues in all aspects of the organization's work;
- c) ITTO Gender Guidelines and ITTO Training Module on Gender Issues;
- d) Increased mobilization of resources from donors that regard gender as a key component.

- | | |
|---------------------------------|------------|
| IV. Target Countries | Global |
| V. Duration & Timing | 5 months |
| VI. Budget | US\$35,000 |

Activity No. 3

**DEMONSTRATION AND ADOPTION OF CREDIT SCHEMES FOR
SMALL-MEDIUM FOREST ENTERPRISES**

[ITTA, 2006, Article 1(g)]
[Strategic Action Plan 2013-2018, Strategic Priority 1]

I. Background

One of the main recommendations of the various investment fora held by ITTO is the promotion of accessible credit lines for Small-Medium Enterprises (SMEs). Through the ITTO project, PD 233/03 Rev.2 (I) “*Application of intermediate technologies for sustainable forest harvesting in Peru*”, a credit scheme for SMEs was developed with high potential of replication and scaling-up. The project demonstrated that:

- A credit line, with effective capacity building, can move-up small holders within the production chain;
- Simple financing schemes with smaller or local financial institutions can be effective to facilitate access to credit for SFM and have potential for replication:
 - It builds trust;
 - It provides more exposure of the forestry sector to the financial institutions;
 - Familiarize SMEs with the policies and procedures of financial institutions;
 - Motivates more SMEs to formalize their economic activities.

Other important findings of the project include:

- Capacity building focused on the use of intermediate technologies for forest harvesting, such as portable sawn-millers, allows SMEs to process logs into sawn timber right at the concession, along with benefits such as:
 - Reduction of losses and damages of logs during transportation;
 - Ease logistics and reduce transportation cost;
 - Reduce the impact on the forests;
 - Add value to the timber right in the forest; and
 - Increase income and market access.
- Establishment of a guarantee fund at a local bank provides SMEs with a credit line for the acquisition of the technology. As credits are repaid, further credits can be extended to others interested SMEs.

In general the scheme works as follows:

- Promotion activities and training on benefits of the use of the intermediate technology are carried out by a local partner;
- A guarantee fund of \$50,000.00 is established within partnership with a local financial institution, who will extend credits to the forest owners (target beneficiaries);
- The fund guarantee 50% of the credit, while the remaining 50% is guaranteed by the asset ;
- Credit applications are carefully selected and accompany by a set of training in the use of the technology and the development of business plans for each SMEs until repayment of the credit;
- Credits are given up to a value of \$16,000.00;
- Repayment allows extending further credits to more interested concessionaires.

II. Description

ITTO will further demonstrate this practical experience, adapting it to the local conditions, by assisting three ITTO selected producer countries in replicating the credit scheme for SMEs.

III. Expected Outputs

Three credit schemes implemented, documented and disseminated.

IV. Target Countries

Selected producer member countries (one from each region) where local institutions could step-on for the extension of capacity building and management of the guarantee fund.

- | | |
|-------------------------------|-------------|
| V. Duration and Timing | 24 months |
| VI. Expected Budget | US\$250,000 |

Activity No. 4(a)

**PROMOTE THE PUBLICATION, DISSEMINATION AND APPLICATION OF THE
ITTO VOLUNTARY GUIDELINES FOR THE SUSTAINABLE MANAGEMENT OF
NATURAL TROPICAL FORESTS**

**(A) PUBLISH THE VOLUNTARY GUIDELINES AS A POLICY DOCUMENT IN THE
THREE LANGUAGES (ENGLISH, FRENCH AND SPANISH) AND DISSEMINATE THESE GUIDELINES
TO KEY STAKEHOLDERS IN ITTO MEMBER COUNTRIES AND THE INTERNATIONAL COMMUNITY**

[ITTA, 2006, Articles 1(c), (d), (f), (j), (l), (m), (q), (r), (s)]
[Strategic Action Plan 2013-2018, Strategic Priority 1]

I. Background

The ITTO Voluntary Guidelines for Sustainable Management of Natural Tropical Forests have been adopted in accordance with Decision 4(XLIX) recognizing the need for ITTO to assist Members to build capacity and help accelerate progress towards sustainable forest management. These Voluntary Guidelines have replaced the original ITTO Guidelines for Sustainable Management of Natural Tropical Forests published in 1990 as ITTO's first policy guidance document on the management of natural tropical forests.

These Voluntary Guidelines constitute an international reference document for the development or improvement of national and sub-national guidelines for the sustainable management of natural forest tropical forests. They also provide a reference on technical issues both at the landscape scale and forest management unit scale. The specific objectives of the Voluntary Guidelines include:

- To facilitate the identification of the framework conditions for the application of forest management guidelines in natural tropical forests for the sustainable delivery of forest goods and ecosystem services;
- To provide guidance for addressing the policy, legal, institutional, ecological social and economic issues that need to be taken into account in the planning, implementation and evaluation of SFM; and
- To stimulate the adoption of appropriate and adaptive management practices to maintain the capacity of natural tropical forests.

II. Description

In Decision 4 (XLIX), the Council requested the Executive Director to prepare and publish the adopted ITTO Voluntary Guidelines and to distribute the publication widely to Members and other interested parties by publishing an information brochure summarizing the Guidelines ("Voluntary Guidelines at a glance") in the three official languages of ITTO. In accordance with this Decision, this activity is to publish the Voluntary Guidelines as a policy document in the three languages (English, French and Spanish) and preparation of promotional materials such as an information brochure and posters

III. Expected Outputs

- a) Publication of the ITTO Voluntary Guidelines for Sustainable Management of Natural Tropical Forests in the three languages along with promotional materials for dissemination and
- b) Dissemination of the ITTO Voluntary Guidelines for Sustainable Management of Natural Tropical Forests to key stakeholders in ITTO member countries and the international community

IV. Target Countries ITTO member countries

V. Duration & Timing 12 months

VI. Budget US\$ 100,000

Activity No. 4(b)

**PROMOTE THE PUBLICATION, DISSEMINATION AND APPLICATION OF THE
ITTO VOLUNTARY GUIDELINES FOR THE SUSTAINABLE MANAGEMENT OF
NATURAL TROPICAL FORESTS**

**(B) ORGANIZE THREE REGIONAL CAPACITY BUILDING TRAINING WORKSHOPS
TO FACILITATE THE EFFECTIVE AND WIDER APPLICATION OF THE VOLUNTARY GUIDELINES**

[ITTA, 2006, Articles 1(c), (d), (f), (j), (l), (m), (q), (r), (s)]
[Strategic Action Plan 2013-2018, Strategic Priority 1]

I. Background

The Voluntary Guidelines are designed as a basis for policy decisions and as a technical reference that can be used or adapted to the needs and capacities of users. They are intended for governments, public and private organizations and actors, professional practitioners and associations, scientific, educational and research institutions, civil society organizations and other groups and bodies engaged in sustainable forest management.

II. Description

In accordance with Decision 4 (XLIX) requesting the Executive Director to hold three regional capacity building training workshops to promote the understanding of the ITTO Voluntary Guidelines and encourage country-level initiatives, this activity will promote the wider application of the ITTO Voluntary Guidelines through the organization of three regional capacity building training workshops. The main target groups for these training workshops include policy makers in government agencies and civil society organizations dealing with conservation and management of tropical forests. They will also include forest managers at forest management units.

- Prepare a training module featuring key subjects of the Voluntary Guidelines and including lessons learned from the implementation of SFM. These will include enabling conditions for SFM such as legal, policy and institutional framework to promote the supportive national policies, institutions, laws and regulations and good governance which are essential to SFM;
- Organize and conduct three regional capacity training workshops (one in each tropical region) with the participation of policy makers in government agencies and civil society organizations as well as forest management practitioners at forest management units; and
- Prepare and present a report at the Fifty Session of the Committee on Reforestation and Forest Management containing the outcome of the three regional capacity building training workshops.

III. Expected Outputs

- a) Training modules featuring key subjects of the ITTO Voluntary Guidelines on SFM.
- b) Improved capacities of the workshop participants in the planning, implementation and evaluation of SFM and dissemination of SFM knowledge and
- c) Report compiling the outcome and lessons learned from the implementation of the three regional capacity building workshops as well as recommendations for future capacity building programmes/activities.

IV. Target Countries ITTO member countries

V. Duration & Timing 24 months

VI. Budget US\$ 240,000

FACILITATE THE IMPROVEMENT OF FOREST CONCESSION POLICIES AND PRACTICES FOR TROPICAL TIMBER PRODUCTION FORESTS

[ITTA, 2006, Articles 1(i), (m), (n)]
[Strategic Action Plan 2013-2018, Strategic Priority 1]

I. Background

Forest concession is an important tool for sustaining forest resource base, particularly in the tropics where the majority of forests are publicly owned and managed. Forest concessions can contribute not only to the local and national economies but also to the livelihoods of local and indigenous communities and the protection of environmental functions of forests if concession policies and systems are adequately designed and implemented.

Recognizing the importance of forest concession in advancing sustainable forest management, the Brazilian Forest Service (BFS) implemented an ITTO project, PD 142/02 Rev.2 (F), "Sustainable production of national forests under the regime of forest concessions". In light of the successful introduction of its concession system in 2012, BFS has proposed an international workshop on forest concessions to contribute to the improvement of forest concession policies and practices worldwide.

ITTO has conducted a broad range of activities and projects to support its producer member countries in developing and implementing policies, systems, institutions and technologies related to forest concession. Taking into account the recent international and national development, a worldwide sharing, analysis and synthesis of the challenges and opportunities recognized, as well as the experiences and knowledge accumulated through the management of forest concession will benefit ITTO member countries in further improving their concession policies and practices.

II. Description

The objective of this activity is to facilitate the efforts of ITTO producer member countries in improving forest concession policies and practices. To this end, the following activities will be carried out:

- a) Organization of an International Workshop on Forest Concession in Brazil in August 2015 (tentative) in collaboration with FAO, BFS and International Technical Tropical Timber Association (ATIBT) to:
 - Share experiences and lessons learned from the development and implementation of concession systems worldwide, including best practices;
 - Promote awareness of the roles concession system can play in practicing sustainable management of tropical timber production forests; and
 - Identify essential elements to improve concession policies and practices and enabling conditions to and make the implementation of concession systems successful;
- b) Development and dissemination of a policy brief and a practical guide to enhance development, implementation and assessment of forest concession policies and practices; and
- c) Promotion of collaboration among ITTO member countries and the co-organizers of the International Workshop, including bilateral and regional partnerships and south-south and triangular cooperation.

III. Expected Outputs

The expected outputs of this activity include:

- a) A workshop report containing main conclusions and recommendations, including action points, with materials, such as PowerPoint presentations, papers and photos to be uploaded on the ITTO website;
- b) A policy brief and a practical guide to enhance development, implementation and assessment of forest concession policies and practices; and
- c) Promoted collaboration among ITTO member countries, co-organizers of the International Workshop, and relevant organizations and institutions for the improvement of concession policies and practices.

IV. Target Countries ITTO member countries

V. Duration & Timing 12 months in 2015

VI. Budget US\$150,000

Activity No. 6

**CONTINUE TO MONITOR PROGRESS IN THE APPLICATION OF
CRITERIA AND INDICATORS FOR SUSTAINABLE FOREST MANAGEMENT**

*[ITTTC Decisions 3(XXVI), 5(XXX), 9(XXX), 4(XXXIV)]
[Strategic Action Plan 2013-2018, Strategic Priority 1]*

I. Background

Under the decisions listed above, 28 ITTO producer member countries have benefited from a series of national workshops to train forest stakeholders on the use of the ITTO Criteria and Indicators (C&I) for SFM to monitor, assess and report on forests and forest management. The most recent workshops were held in Kinshasa, DRC in July 2010, Paramaribo, Suriname in August 2011 and Cotonou, Benin in March 2014. This activity will allow for additional workshops during 2015-2016 with a focus on new member countries like Mozambique and Vietnam. It will also allow for on-going collaboration with other related forest reporting processes.

II. Description

The activity (part a) will allow for 2-3 additional national C&I training workshops to be targeted primarily at countries that have not already benefited from this training, including countries that have become new members with the entry into force of the ITTA, 2006. The curriculum of these workshops will evolve to ensure that participants receive up to date information on all relevant aspects of monitoring, assessing and reporting (MAR) on forests, including via the C&I. The activity (part b) will also facilitate active ITTO participation in the global dialogue on MAR related to forests, including the CPF Task Force on Streamlining Forest Reporting, discussions on harmonizing reporting on forests between ITTO's SFM Tropics and FAO's Forest Resources Assessment (including through the Collaborative Forest Resources Questionnaire process), and various relevant meetings and initiatives of other international C&I processes.

III. Expected Outputs

- a) At least 60 stakeholders in ITTO producer member countries familiar with the ITTO C&I;
- b) More countries able to effectively report on forests/forest management using the ITTO C&I reporting format; and
- c) ITTO concerns and priorities reflected in international initiatives on MAR related to forests.

IV. Target Countries Global

V. Duration and Timing 24 months (commencing when funding made available)

VI. Budget US\$50,000 (Part a US\$25,000; Part b US\$25,000)

**WORLD TEAK CONFERENCE 2015:
STRENGTHENING THE GLOBAL TEAK MARKET FOR SUSTAINABLE DEVELOPMENT**

[ITTA, 2006, Articles 1(a), (b), (d), (e), (f), (g), (h), (i), (k), (p)]
[Strategic Action Plan 2013-2018, Strategic Priority 2]

I. Background

Teak (*Tectona grandis*) is recognized for its physical and aesthetic qualities as one of the most important and valuable hardwoods in the world. Although it takes only a small position in the volume of world timber production and trade, teak is one of the tropical hardwoods in demand for the luxury market and for heavy duty applications. Natural teak forests occur in only four countries in the world: India, Lao PDR, Myanmar and Thailand. Since the 1980s, supplies of teak wood from natural forests have started to dwindle and teak has been grown increasingly in planted forests in about 70 countries throughout tropical Asia, Africa, Latin America and Oceania, where planted teak forests have attracted large investments from the private sector. The global teak market has been and will continue to be governed by trends in the Asian market which holds more than 90% of the world's teak resources. The major teak trade flows worldwide are directed towards India which absorbs over 70% of global teak exports including shipments of plantation logs and sawn timber from Africa and Latin America. Growing private investment in teak plantations is a clear indication of the perceived potential of the species, although deforestation and unprofessional management have substantially reduced the area of natural stands. In anticipation of increasing problems in pursuing sustainable teak development and developing common platform among producers and the consumers of teak woods to put in place a sustainable global teak market, an international teak conference is necessary.

II. Description

In close cooperation with relevant international, regional and national organizations (TEAKNET, FAO, ASOTECA, and IUFRO), building on relevant experiences and practice, the 3rd World Teak Conference 2015 will be organized in May 2015 in Ecuador. Ecuador is an important teak growing and exporting country in Latin America where 45,000 ha of teak plantation has been established since 2000 and with annual exports of about 70,000 m³ round logs and sawn timber to mainly Asian countries. The Conference will bring policy makers, researchers and academicians, practitioners, civil society, the private sector, and regional and international organizations engaged in the sustainable development of teak. To this end, specifically the Conference focuses on past achievements, the current state of knowledge and future challenges for the sustainable development of the global teak market. Conference presentations and discussions will include social, economic, technical and environmental issues that have an impact on the production, marketing and trade of teakwood.

III. Expected Outputs

- a) Evaluation of existing management models and programs for the sustainable management and genetic conservation of teak resources;
- b) Analysis of the market structures and value chains of teakwood trading and their impact on the profitability of teak investments;
- c) Analysis of the policy framework and related structural obstacles and financing barriers for teak investments,
- d) Evaluation of private and public investments in the teak sector and its impacts on socio-economic conditions and rural livelihoods; and
- e) Developing strategic, conceptual and operational recommendations in support of the sustainable development of the teak sector.

IV. Target Countries ITTO member countries

V. Duration and Timing 12 months

VI. Budget US\$50,000

Activity No. 8

ENHANCE COOPERATION BETWEEN ITTO AND CITES

*[ITTA, 2006, Article 15]
[ITTC Decisions 3(XVI), 7(XXXIV), 2(XXXVII)]
[Strategic Action Plan 2013-2018, Strategic Priority 2]*

I. Background

ITTO and CITES have increasingly strengthened collaborative activities to improve implementation of timber listing requirements over the past 15 years. This collaboration culminated in the large capacity building program first proposed in the 2006-2007 BWP that was funded through 2010 via a large grant from the EC, together with on-going funding from the US and other donors through the Organization's Biennial Work Programmes. The on-going funding from these other donors allowed a modest continuation of program activities during 2011 following the completion of the initial EC grant period. A second grant proposal was submitted by ITTO to the EC in 2011 seeking a total budget of EUR 7.5 million to continue ITTO's capacity building work on CITES. This proposal was approved by the EC and the first installment of funds was provided in early 2012. This activity seeks contributions from other donors to make up the EC requirement that one third of the total grant amount requested come from other sources.

II. Description

The activity will allow for full continuation of ITTO's CITES capacity building program through 2016. The program continues to be implemented in a country-driven manner as under previous BWPs, but with an expansion in scope of species covered to include additional timber species and non-timber trees listed in CITES and a widening of coverage to additional range states of species of concern. The activity is overseen by an advisory committee made up of representatives of donors, target countries, the ITTO and CITES secretariats and trade/civil society stakeholders. Regional coordinators recruited in the initial phase of this program have been retained to assist with activity formulation, implementation and monitoring in target countries. A program assistant has been employed at ITTO headquarters to assist in overseeing implementation of this activity. Currently more than 20 country activities with budgets totaling over US\$3 million are being funded through this program, with several more under preparation or revision as of mid-2014.

III. Expected Outputs

- a) At least 3 countries with improved inventories or inventory designs for CITES listed timber species;
- b) At least 3 tracking/monitoring systems in place for CITES listed timber species;
- c) At least 3 regional training/experience exchange workshops;
- d) A reduced number of trade suspensions of CITES listed timber species and an increased capacity of countries to undertake non-detriment findings; and
- e) Attendance and participation of ITTO in relevant CITES meetings and fora.

IV. Target Countries

ITTO member countries with significant (or potentially significant) trade in CITES listed tree species.

V. Duration and Timing 24 months

VI. Budget US\$1,773,659 (This is the net amount required from non-EC donors after deducting contributions received in 2011-2013).

Activity No. 9

**CONSIDER IMPACTS OF CONSERVATION AND PROTECTION IN
TRANSBOUNDARY AREAS IN RELATION TO ACHIEVING SFM**

[ITTA, 2006, Articles 1(m), (q), (r)]

[ITTC Decision 2(XLV)]

[Strategic Action Plan 2013-2018, Strategic Priority 3]

I. Background

ITTO has supported the establishment and management of nearly 10 million hectares of transboundary conservation areas (TBCAs) in its member countries through the implementation of projects. These projects have contributed not only to the conservation of biodiversity in the ecologically important areas but also to the improvement of the livelihoods of local population living in and around the border areas, reduction of illegal activities across the borders and the enhancement of commitment by the governments along the borders.

In order to further contribute to the biodiversity conservation in tropical forests, in line with the strategic priority of the ITTO Strategic Action Plan 2013-2018 and the ITTO/CBD Collaborative Initiative for Tropical Forest Biodiversity, there is a need to share knowledge and experiences gained by the ITTO member countries through the establishment and management of TBCAs and to promote transboundary, sub-regional and regional cooperation between ITTO member countries.

II. Description

Under this Activity, an International Conference on Biodiversity Conservation in Transboundary Tropical Forests will be organized in one of the countries of the Congo Basin in September 2015 in close collaboration with the relevant international and regional organizations including CBD Secretariat and IUCN. The objective of the Conference is to strengthen policy, institutional and financial arrangements and promote international cooperation for the conservation and sustainable use of transboundary biodiversity in tropical forests. To this end, the Conference specifically intends to:

- a) Evaluate the contribution of transboundary tropical forests to biodiversity conservation, climate change and poverty alleviation;
- b) Identify the political, managerial and technical issues in biodiversity conservation at the landscape level for effective management of TBCAs;
- c) Raise the profile of TBCAs highlighting major issues and challenges as an input to COP 13 of CBD which will take place in 2016; and
- d) Make recommendations for improving formulation and management of TBCA projects.

III. Expected Outputs

The expected outputs of the Conference include:

- a) A policy brief for the enhancement of policy, institutional and financial arrangements to promote transboundary biodiversity conservation in tropical forests for the attention of key stakeholders
- b) Publication of Conference materials (e.g. papers, PowerPoint presentations, photos) on the ITTO website and associated compact disk;
- c) Materials and messages to be presented at the COP 13 of CBD regarding the role of TBCA in tropical forest conservation;
- d) Recommendations for the improved cooperation and management of TBCA projects; and
- e) Networking between ITTO-supported TBCA project staff, and other experts and practitioners engaged in biodiversity conservation.
- f) Distribute findings of the Conference at the subsequent ITTC Session.

IV. Target Countries ITTO member countries

V. Duration & Timing 12 months in 2015

VI. Budget US\$300,000

Activity No. 10

**PROMOTE THE CONSERVATION, RESTORATION AND
SUSTAINABLE MANAGEMENT OF MANGROVE ECOSYSTEMS**

*[ITTA, 2006, Articles 1(a), (g), (j), (q), (r)]
[Strategic Action Plan 2013-2018, Strategic Priority 3]*

I. Background

Mangrove forest is one of the major components of global forest cover and ecosystems which provides the global population with multiple benefits. Recognizing the importance of mangrove forests, ITTO adopted the Mangrove Work Plan 2002–2006 to guide ITTO projects and accordingly various ITTO projects have been implemented in ITTO member countries.

ITTO's work in this area also includes: establishment of an international network for the conservation and sustainable use of mangrove forest genetic resources; development of a manual for mangrove ecosystem restoration; publication and revision of the World Mangrove Atlas; and establishment of the Global Mangrove Database and Information System (GLOMIS) in collaboration with the International Society of Mangrove Ecosystems (ISME) and other partners.

Now, further efforts are being called worldwide for the conservation, restoration and sustainable management of tropical forests, including mangrove forests, in the light of the continuing deforestation and forest degradation in the tropics at an alarming rate. There is an increasing need to this end to practice and scale up the payments for environmental services (PES) as recommended at the International Forum on PES which ITTO organized in Costa Rica in 2014 in collaboration with FAO and the Government of Costa Rica.

II. Description

The objective of this activity is to develop and strengthen practical actions and partnerships to facilitate the conservation, restoration and sustainable management of mangrove forests and ecosystems, specifically by:

- a) Reviewing actions having been taken by ITTO and other organizations and stakeholders at national, regional and international levels to conserve, restore and sustainably manage mangrove forests and ecosystems, including best practices and innovative approaches such as PES; and
- b) Organizing an international conference in June/July 2016 in close collaboration with ISME and other partners, as well as ITTO member countries, to:
 - Share lessons learned and challenges and opportunities recognized for the conservation, restoration and sustainable management of mangrove forests and ecosystems; and
 - Discuss and identify strategies and practical actions which ITTO and its member countries can take in collaboration with partners, such as the development of a comprehensive action plan, the improvement of database and information system and the enhancement of partnerships for knowledge sharing and capacity development.

III. Expected Outputs

The expected outputs of this activity include:

- a) A synthesis report on the assessment of actions having been taken by ITTO and other organizations and stakeholders at national, regional and international levels;
- b) Recommendations on strategies and practical actions for ITTO and its member countries and a policy brief and outreach/communication materials for dissemination; and
- c) Strengthened partnerships among ITTO member countries, relevant organizations and partners for knowledge sharing and capacity building.

IV. Target Countries ITTO member countries

V. Duration & Timing 24 months in 2015 and 2016

VII. Budget US\$300,000

Activity No. 11

FACILITATE THE APPLICATION OF THE ITTO/IUCN GUIDELINES FOR THE CONSERVATION AND SUSTAINABLE USE OF BIODIVERSITY IN TROPICAL TIMBER PRODUCTION FORESTS

[ITTA, 2006, Articles 1(m), (r)]
[ITTC Decision 6(XLVI)]
[Strategic Action Plan 2013-2018, Strategic Priorities 3]

I. Background

The *ITTO/IUCN Guidelines for the Conservation and Sustainable Use of Biodiversity in Tropical Timber Production Forests* (ITTO/IUCN Biodiversity Guidelines) was adopted by the Council at its Forty-fourth Session, in November 2008, under the Council Decision 6(XLIV). The Council Decision requested the Executive Director of ITTO, in collaboration with IUCN and other relevant partners, to facilitate the application of the ITTO/IUCN biodiversity Guidelines in partnership with forest operators, local communities and other stakeholders and further disseminate it throughout international community.

II. Description

The objective of this activity is to promote the use of the ITTO/IUCN Biodiversity Guidelines through the following actions:

- a) Organization of three regional capacity building training workshops (one in each tropical region), as part of the ITTO/CBD Collaborative Initiative for Tropical Forest Biodiversity (ITTO/CBD Initiative), with the aim of facilitating the wider and effective application of the ITTO/IUCN Biodiversity Guidelines at the forest management unit level;
- b) Awareness raising and promotion of partnerships and fundraising for the wider application of the ITTO/IUCN Biodiversity Guidelines and the implementation of the ITTO/CBD Initiative at the international meetings where biodiversity conservation and landscape restoration are on the agenda, and promotion of the ITTO/IUCN Biodiversity Guidelines at other relevant fora;
- c) Organization of side events at the relevant major international meetings, such as CBD COPs, on the achievements of the ITTO/CBD Initiative at the field level and their contribution to the attainment of the forest-related Aichi Biodiversity Targets, particularly in the conservation of biodiversity in tropical forests; and
- d) Enhancement of the organized participation of ITTO member countries in the global debate related to the biodiversity conservation and landscape restoration in order to facilitate them in taking integrated approaches toward the conservation of biodiversity in tropical forests, including the effective and wider application of the ITTO/IUCN Biodiversity Guidelines.

III. Expected Outputs

- a) Three regional capacity building training workshops convened and the capacity of ITTO producer member countries enhanced for the effective and wider application of the ITTO/IUCN Biodiversity Guidelines;
- b) Awareness raised and partnerships and fundraising activities promoted among a broader range of policy makers, industries, international organizations and NGOs, as well as forest operators, local communities and other stakeholders directly involved in forest management, for the wider application of the ITTO/IUCN Biodiversity Guidelines and the advancement of ITTO/CBD Initiative;
- c) International community further informed of the progress made under the ITTO/CBD Initiative in conserving biodiversity and restoring degraded landscapes in tropical forests, including its contribution to the forest-related Aichi Biodiversity Targets, in ITTO producer member countries; and
- d) Participation of ITTO member countries more organized in the relevant global debate, and the role of SFM in the tropics further recognized and widely disseminated in relevant international fora.

IV. Target Countries ITTO member countries

V. Duration & Timing 24 months

VI. Budget US\$340,000

Activity No. 12(a)

**IN COOPERATION WITH RELEVANT ORGANIZATIONS, CONTINUE TO STUDY THE
IMPLICATIONS OF CLIMATE CHANGE FOR TROPICAL FORESTS AND THE CONTRIBUTION OF
TROPICAL FORESTS TO THE MITIGATION OF THE EFFECTS OF CLIMATE CHANGE**

(A) SUPPORT TO ITTO MEMBERS FOR THE PREPARATION OF RESPONSES TO CLIMATE CHANGE

*[ITTA, 2006, Articles 1(f), (g), (j), (m), (o), (q), (s)]
[Strategic Action Plan 2013-2018, Strategic Priority 4]*

I. Background

The role of sustainable forest management in climate change mitigation and adaptation has received increasing recognition at the international level. Within the context of sustainable forest management, the implementation of forest-based climate change mitigation and adaptation measures and activities will require integrated strategies at the national level through multi-stakeholder consultations. In support of policy and project development to address forest-based climate change mitigation and adaptation, the Council, at its Forty-fourth Session, adopted the Thematic Programme on Reducing Deforestation and Forest Degradation and Enhancing Environmental Services (REDDDES). In addition, The ITTO Strategic Action Plan 2013-2018 highlights the need to understand the impacts of reducing emissions from deforestation and forest degradation (REDD+) on tropical forest development. In 2013 UNFCCC at Warsaw took a big step forward for making implementation of REDD+ possible through result-based finance of REDD+ activities that meet the requisite social and environmental safeguards. A prime requirement for the development of REDD+ activities include the construction of forest reference emission level/forest reference level (FREL/ FRL). However, this would be a difficult task in many tropical countries due to limited availability of reliable historical forest inventory data and limited human and financial resources. In addition, there is the increasing need for effective design and implementation of REDD+ strategies through improved policy, governance, legal and institutional arrangements.

II. Description

Support is required for ITTO to assist members in formulating and implementing an integrated forest sector response to climate change, and to guarantee an organized participation in the global debate related to the role of tropical forests in climate change mitigation and adaptation, including:

- Attendance at UNFCCC meetings where tropical forests will be brought to debate.
- Facilitate the participation of ITTO member countries in events where the theme of forests and climate change will be high in the agenda, for ITTO producer member countries to be well informed and benefit from possible incentives for sustainable forest management in the tropics.
- Organization of a side event at UNFCCC COPs on the role of sustainable forest management in the tropics to support climate change mitigation and adaptation and to restore degraded tropical forests.
- Taking into account the CPF Strategic Framework on Forests and Climate Change, participate in CPF related initiatives on forests and climate change to bring up tropical forest perspectives.

III. Expected Outputs

- a) ITTO producer member countries informed and supported on their initiatives to relate sustainable forest management and climate change, including project development and policy reforms;
- b) Update the developments in IPCC/UNFCCC relating to tropical forests and REDD+ at the Fifty-first and Fifty-second Sessions of the ITTC;
- c) The role of SFM in the tropics debated and disseminated in relevant international fora, including the UNFCCC COPs, through purpose-made information events; and
- d) Active ITTO participation in the CPF initiatives related to forests and climate change, including the initiative on measuring and assessment forest degradation.

IV. Target Countries ITTO member countries

V. Duration & Timing 24 months

VI. Budget US\$100,000

Activity No. 12(b)

**IN COOPERATION WITH RELEVANT ORGANIZATIONS, CONTINUE TO STUDY THE
IMPLICATIONS OF CLIMATE CHANGE FOR TROPICAL FORESTS AND THE CONTRIBUTION OF
TROPICAL FORESTS TO THE MITIGATION OF THE EFFECTS OF CLIMATE CHANGE**

**(B) STUDY ON CARBON REMOVALS AND EMISSIONS ASSOCIATED WITH PRODUCTION AND USE
OF HARVESTED TROPICAL WOOD PRODUCTS**

*[ITTA, 2006, Articles 1(f), (q), (s)]
[Strategic Action Plan 2013-2018, Strategic Priority 4]*

I. Background

In recognition of the harvested wood products (HWP) as one of the carbon reservoirs, methodological guidance on how to estimate and report on the contribution of HWP to CO₂ removals and emissions was included in the IPCC Guidelines for National Greenhouse Gas Inventories in 2006. The incorporation of HWP in the national carbon accounting and reporting contributes to the promotion of wood use, in particular use of long-lasting wood products, in the context of climate change mitigation.

However, there has been limited information available for the estimation of carbon removals and emissions associated with the production and use of tropical wood products, including their carbon content, decay rate and life span. Further enhancement in this area, with particular relation to the carbon accounting and reporting of HWP, will contribute to the promotion of the use of quality tropical wood products in foreign markets and thereby further facilitate the improved processing of tropical wood.

II. Description

The objective of this study is to facilitate the estimation of carbon removals and emissions associated with the production and use of tropical wood products in line with the IPCC Guidelines for HWP through the following activities:

- Review of the documents related to the accounting and reporting of HWP and research findings available for the estimation of carbon removals and emissions, including the related work of ITTO;
- Implementation of a case study on some selected quality tropical wood products for the estimation of their carbon content, emissions from their production and their duration in the end-use markets; and
- Identification of methodologies, including key factors and necessary data, available for the estimation of long-term carbon removals and emissions associated with the production and use of tropical wood products.

III. Expected Outputs

- a) A case study report on some selected tropical wood products on their carbon content, emissions from their production and their duration in the end-use markets; and
- b) A synthesis report on the methodologies, including key factors and necessary data, available for the estimation of long-term carbon removals and emissions associated with the production and use of tropical timber products.

- | | |
|---------------------------------|---|
| IV. Target Countries | ITTO producer member countries in the Asia-pacific region |
| V. Duration & Timing | 12 months |
| VI. Budget | US\$70,000 |

CONTINUE TO PROMOTE THE UNDERSTANDING OF THE CONTRIBUTION OF ENVIRONMENTAL SERVICES TO THE SUSTAINABLE MANAGEMENT OF TROPICAL FORESTS

(A) MAKE PROVISION FOR PES CASE STUDIES TO ENABLE THE EFFECTIVE DESIGN AND IMPLEMENTATION OF PES SCHEMES IN THE TROPICS

[ITTA, 2006, Articles 1(a), (g), (j), (q), (r)]
[Strategic Action Plan 2013-2018, Strategic Priority 4]

I. Background

In recent years, there are many successful examples of PES schemes in the tropics to broaden and diversity the financial resource for SFM. However, the benefits of PES schemes are not relatively small to forest owners and managers. In accordance with the recommendations of the International Forum on Payments for Environmental Services of Tropical Forests (San José, Costa Rica on 7-10 April 2014) which was co-organized by ITTO, FAO, and Costa Rica's National Fund for Forest Finance (FONAFIFO), this activity will contribute to the expansion of PES schemes to more tropical forests. Policy recommendations by the International Forum on PES include:

- Raise awareness of the importance of environmental services
- Develop policies to increased market demand for the environmental services provided by tropical forests
- Ensure the PES schemes protect the rights of indigenous peoples, local and communities and vulnerable groups
- Strengthen governance and institutions to enable the effective implementation of PES schemes

II. Description

To strengthen PES schemes in tropical forests, PES case studies will assess successful examples (e.g. 3 cases per each tropical region) of PES schemes in the tropics taking into account the following:

- Successful public awareness programmes on the importance and value of tropical forest environmental services
- Effective policies, laws, governance and institutional arrangements for the effective and successful PES schemes
- Promotion of market demand for the environmental services provided by tropical forests
- Inclusive participation of indigenous peoples and local communities and valuable groups in PES schemes

III. Expected Outputs

- A policy brief to promote the effective design and implementation of PES schemes in the tropics
- Council and members informed about successful examples of PES schemes in the context of broadening and diversifying the financial resources for SFM

IV. Target Countries ITTO member countries

V. Duration & Timing 24 months in 2015 and 2016

VI. Budget US\$100,000

Activity No. 13(b)

CONTINUE TO PROMOTE THE UNDERSTANDING OF THE CONTRIBUTION OF ENVIRONMENTAL SERVICES TO THE SUSTAINABLE MANAGEMENT OF TROPICAL FORESTS

(B) PARTICIPATE IN IMPORTANT INTERNATIONAL PES RELATED MEETINGS/NETWORKS, INCLUDING FINANCING FOR SFM

[ITTA, 2006, Articles 1(a), (g), (j), (q), (r)]
[Strategic Action Plan 2013-2018, Strategic Priority 4]

I. Background

The International Forum on Payments for Environmental Services of Tropical Forests (San José, Costa Rica on 7-10 April 2014) which was co-organized by ITTO, FAO, and Costa Rica's National Fund for Forest Finance (FONAFIFO) has provided valuable recommendations to advance the effective PES schemes in the tropics. A policy brief highlighting the policy recommendations of the PES Forum has been published in all three ITTO working languages for wider dissemination and promotion in the internal community. The policy brief was disseminated through the ITTO/FAO joint side event on "The Role of PES for Achieving Sustainable Forest Management" organized at the World Forest Week (WFW) of the Twenty-second Session of the Committee on Forestry (COFO 22) which was held from 23 to 27 June 2014. This activity will enhance the further dissemination of policy recommendations of the PES Forum as well as ITTO partnership with other organizations to expand PES schemes to more tropical forests.

II. Description

In view of the importance of continuously promoting PES schemes to advance the achievement of SFM in the tropics, support will be provided for ITTO to actively participate in selected international PES meetings and networks to share the outcome of the PES Forum and to promote ITTO partnership with other organizations active in the promotion of PES schemes.

III. Expected Outputs

- Facilitate the active ITTO participation in important PES related meetings and networks
- ITTO producer member countries informed of key developments of PES schemes

IV. Target Countries ITTO member countries

V. Duration & Timing 24 months in 2015 and 2016

VI. Budget US\$40,000

**CONTRIBUTE TO NATIONAL AND INTERNATIONAL EFFORTS IN THE PREVENTION AND
MANAGEMENT OF FIRE IN TROPICAL TIMBER-PRODUCING FORESTS**

**(A) REVIEW AND UPDATE THE ITTO GUIDELINES ON FIRE MANAGEMENT IN TROPICAL FORESTS
AND THE FAO FIRE MANAGEMENT VOLUNTARY GUIDELINES ON FIRE MANAGEMENT**

[ITTA, 2006, Article 1(m)]
[ITTC Decision 6(XXXIII)]
[Strategic Action Plan 2013-2018, Strategic Priority 4]

I. Background

The ITTO Guidelines on Fire Management in Tropical Forests (PS-6) was published in 1997 in order to promote the development of forest fire prevention and control strategies to the operational forest managers, planners and local communities in tropical countries. The FAO Fire Management Voluntary Guidelines were published in 2006 as part of a process to prepare a global strategy to enhance international cooperation in fire management. At the core of both Guidelines are principles and strategic actions of good fire management.

Considering the scientific insights of the state of forests and forest protection in the tropics in the last 15 years and the progress made in fire management research and development globally it is important to update both guidelines by taking into account mitigation and adaptation to climate change, new landscape approaches and assist in poverty alleviation. Since the publication of the ITTO guidelines more international agencies, like FAO, have recognized the seriousness of the issue and developed activities, including the publication of guidelines. Given the limited resources globally, more coordination in international fire management cooperation is recommended.

The purpose of this activity is to engage and support consultants to review and update both the ITTO Guidelines and FAO Guidelines on Fire Management), explore ways to integrate them and identify and involve selected countries in the field tests of the draft revised guidelines.

II. Description

Firstly review and update both Guidelines on Fire Management through the following actions: i) Assess and analyze the latest developments as regards the management, control and prevention of tropical forest fires since the publication of the ITTO Guidelines on Fire Management in Tropical Forests in 1997 (PS-6) taking into consideration the latest developments related to climate change mitigation and adaptation and assist in poverty alleviation; ii) Prepare and present a report at the Fifty-first Session of the Council containing: (a) A draft proposal of the revised Guidelines on Fire Management. The same will be presented at the 23rd session of the Committee on Forestry, (b) A proposal for planning field tests of the draft of the revised Guidelines on Fire Management, and (c) A proposal for communicating and disseminating the final version of the revised Guidelines. Secondly, conduct field tests of the draft revised Guidelines on Fire Management in selected ITTO Producing Countries in accordance with the specific recommendations to be made by the Fifty-first Session of the Council, and ii) Prepare and present a report at the Fifty-second Session of the ITTO Council and the 23th COFO session containing: (a) A draft of revised Guidelines on Fire Management integrating the findings of field tests carried out in selected producing countries; and (b) A proposal for communicating and disseminating the final version of the revised Guidelines.

III. Expected Outputs

The main expected outputs are the revised and updated Guidelines on Fire Management integrating the findings of field tests carried out in selected producing countries, based on the ITTO and the FAO Fire Management Guidelines and taking into account the recent developments related to climate change mitigation adaptation and poverty alleviation.

IV. Target Countries	ITTO member countries
V. Duration and Timing	24 months
VI. Budget	US\$100,000

Activity No. 14(b)

**CONTRIBUTE TO NATIONAL AND INTERNATIONAL EFFORTS IN
THE PREVENTION AND MANAGEMENT OF FIRE IN
TROPICAL TIMBER-PRODUCING FORESTS**

**(B) FURTHER ITTO'S COMMITMENT TO THE UNISDR GLOBAL WILDLAND ADVISORY GROUP,
GWFN AND GFMC, AND PROVIDE SUPPORT FOR THE REGIONAL FOREST FIRE NETWORKS
AND OTHER INTER-INSTITUTIONAL COOPERATION EFFORTS FOR THE 6TH INTERNATIONAL
WILDLAND FIRE**

[ITTA, 2006 Article 1(m)]

[ITTTC Decision 6(XXXIII)]

[Strategic Action Plan 2013-2018, Strategic Priority 4]

I. Background

In view of ITTO's commitment as a Core Member of the United Nations International Strategy for Disaster Reduction (UNISDR) Global Wildland Advisory Group, and the related Global Wildland Fire Network (GWFN) and the Global Fire Monitoring Center (GFMC), cooperating organizations and agencies have requested ITTO take a more proactive role in the organization of the meetings of the aforementioned regional forest fire-related networks focusing on the tropics, in the preparation for the 6th International Wildland Fire Conference in South Korea in May 2015, and in supporting participants from producer member countries at the aforementioned conference.

II. Description

Provide support for the Africa, Asia, and Latin America Regional Wildland Fire Networks and other inter-institutional cooperation efforts made by the United Nations International Strategy for Disaster Reduction (UNISDR) Global Wildland Advisory Group, and the related Global Wildland Fire Network (GWFN) and the Global Fire Monitoring Center (GFMC), in their preparatory meetings for the upcoming International Wildland Fire Conference, such as the holding of regional workshops in each ITTO tropical timber producing region (Africa, Asia-Pacific and Latin America), and the participation of ITTO and its member countries at the 6th International Wildland Fire Conference to be held in October 2015 in South Korea, as well as other forest fire-related meetings organized through inter-institutional cooperation.

III. Expected Outputs

ITTO will join the existing collaborative effort of the United Nations International Strategy for Disaster Reduction (UNISDR) Global Wildland Advisory Group, and the related Global Wildland Fire Network (GWFN) and the Global Fire Monitoring Center (GFMC) to promote and facilitate the successful implementation of forest fire policies, strategies and other initiatives in tropical regions via preliminary preparatory work towards the organization of the 6th International Wildland Fire Conference to be held in South Korea in October 2015, as a means to enhance forest conservation and people's livelihoods. Towards this goal the focus is on the delivery and dissemination of policy support and technical relevant information, recommendations and practical tools to government agencies, forest managers, local communities and supporting organizations, and to further organize a side-event and support the attendance of up to 18 participants from producer member countries implementing ITTO fire-related projects to present and interchange experiences at the 6th International Wildland Fire Conference to be held in October 2015 in South Korea.

IV. Target Countries ITTO member countries

V. Duration & Timing 12 months

VI. Budget US\$100,000

CONTINUE TO PUBLISH THE ITTO TROPICAL FOREST UPDATE (TFU)

*[ITTA, 2006, Articles 27, 28]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 5]*

I. Background

The TFU has been produced since 1990, funded through the Special Account for projects and since the entry into force of the ITTA, 2006 from the Core-operational budget.

II. Description

The activity will allow for production and distribution of up to 4 issues of the TFU in ITTO's three working languages in both 2015 and 2016. Each issue of the TFU will be distributed to a combined mailing list of over 15,000 people (mostly in producer member countries) and will also be posted on the ITTO website.

III. Expected Outputs

Up to eight issues of TFU in the three ITTO working languages in hard copy and electronic versions.

IV. Target Countries Global

V. Duration and Timing 24 months; commencing when funding made available

VI. Budget US\$520,000

COLLABORATE WITH THE TRADE ADVISORY GROUP (TAG) IN ORGANIZING AND HOLDING THE ITTO ANNUAL MARKET DISCUSSION ON THE WORLD TROPICAL TIMBER TRADE DURING SESSIONS OF THE ITTC IN 2015 AND 2016

*[ITTA, 2006, Articles 1(e), (h)]
[Strategic Action Plan 2013-2018, Strategic Priority 5]*

I. Background

The ITTO Annual Market Discussion is an annual forum for international dialogue on a selected theme of the international tropical timber trade. The event is important for delegates of ITTO member countries and trade representatives to discuss and deliberate on germane and often complex trade policy issues confronting tropical timber and timber products. This strategic policy activity strengthens the event by providing for the engagement of keynote speakers at the event.

II. Description

The theme of the ITTO Annual Market Discussion is selected by the Trade Advisory Group (TAG) in consultation with the Executive Director during the session of the ITTC preceding the event. The event is coordinated by the Secretariat and the Trade Advisory Group (TAG), in consultation with other relevant experts and held in a joint session of the technical committees. Keynote speakers will be selected and invited by the Executive Director in consultation with the Coordinator of TAG and will be provided with ITTO financial support to cover duty travel and DSA.

III. Expected Outputs

- a) Quality of keynote address presented at ITTO Annual Market Discussion enhanced;
- b) Germane issues on international trade in tropical timber identified, ventilated and deliberated upon with appropriate recommendations for ITTO member countries, trade, industry and other relevant stakeholders; and
- c) Quality and relevance of ITTO Annual Market Discussion improved.

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$70,000

CONTINUE TO PUBLISH THE ITTO MARKET INFORMATION SERVICE (MIS)

*[ITTA, 2006, Articles 27, 28]
[Strategic Action Plan 2013-2018, Strategic Priority 5]*

I. Background

The Market Information Service (MIS) has been part of the Secretariat's work since 1996. The main output of the activity [originally PD 16/93 Rev.3 (M)] is the *Tropical Timber Market Report* (TTMR). The report contains price data for about 500 tropical timber products as well as relevant market news from around the globe. The TTMR is disseminated online, by email and in hardcopy to over 12,000 subscribers.

II. Description

The Market Information Service serves to broaden awareness and disseminate information on the state of the tropical timber market. It is undertaken by a full-time Coordinator, who is responsible for publishing the *TTMR* and liaising with eleven market correspondents in producer and consumer countries to obtain up-to-date market news, information and prices on tropical timber products. The Market Information Service Coordinator also engages with other experts in the trade and works with the Trade Advisory Group (TAG) to convene the ITTO Annual Market Discussion.

III. Expected Outputs

- a) Publication of up to 46 issues of the Tropical Timber Market Report (the number of issues published annually will depend on funding availability);
- b) Strengthened information base on the market situation for tropical timber products;
- c) Trade experts and associations from around the globe engaged; and
- d) Council and other members of the public informed about markets for tropical timber products.

IV. Target Countries	Global
V. Duration and Timing	24 months
VI. Budget	US\$400,000

ENHANCEMENT OF STATISTICAL WORK AND DATABASES ON STATISTICS

[ITTA, 2006, Article 27]

[Strategic Action Plan 2013-2018, Strategic Priority 5]

I. Background

The Joint Forest Sector Questionnaire is the primary data source of ITTO forestry sector statistics and is a collaborative activity undertaken by ITTO, FAO, UNECE and Eurostat. These organizations meet annually to review datasets of the previous year and determine any improvements that are required, plan the next year's questionnaire, and make recommendations on changes to international customs classifications for timber codes. ITTO's participation ensures that tropical wood products are given the appropriate attention in international statistical reporting mechanisms.

Statistical data derived from the Joint Forest Sector Questionnaire is, however, insufficient to provide a complete analysis of the tropical timber market situation. Additional data and other information are required to complete the analysis and to provide a cross check with ITTO derived datasets. A major source of inaccurate reporting of international data on tropical timber production and trade is the deficiency in usage of accurate conversion factors, particularly for weight to volume measurements.

II. Description

This strategic policy activity is aimed at:

- a) Maintaining the involvement of ITTO staff in the work of the Inter-secretariat Working Group on Forestry Sector Statistics and Joint Forest Sector Questionnaire Process;
- b) Maintaining data subscriptions and maintenance of access to international forest products trade databases and additional market and trade information; and
- c) Reviewing and consolidating tropical wood products conversion factors for determining wood products production and trade statistics.

III. Expected Outputs

- a) JFSQ process and the accuracy of international statistical data on tropical timber production and trade improved and enhanced; and
- b) Recommendations on appropriate conversion factors formulated and provided to ITTO member countries in the JFSQ process.

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$40,000

Activity No. 19

**FURTHER ENHANCE PUBLIC RELATIONS, EDUCATION AND OUTREACH ACTIVITIES TO
BEST CONVEY THE ACHIEVEMENT OF THE OBJECTIVES OF THE ORGANIZATION**

*[ITTA, 2006, Article 1]
[ITTC Decision 5(XXVII)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 5]*

I. Background

ITTO undertakes a range of activities globally, the outputs of which need to be widely disseminated in order to promote understanding of the Organization's work and goals amongst various stakeholders.

II. Description

The two-part activity will allow the Secretariat to undertake:

- a) A range of regular, on-going public relations and outreach activities including publishing selected studies when insufficient funds remain in activity budgets to do so; publishing the Organization's annual report; improvements and updates to the ITTO website in the three official languages of ITTO and Japanese; enhancement of the ITTO photo database; publishing the electronic newsletter of ITTO, development of posters and other outreach materials; and other ad hoc initiatives, possibly in collaboration with relevant partners.
- b) Prepare outreach materials and booths to exhibit the work of ITTO at important forest related fora; other ad hoc outreach activities deemed important to Council.
- c) Coverage of ITTC Session by the Earth Negotiations Bulletin (ENB)

III. Expected Outputs

- a) At least 3 new Technical Series documents or other official publications; 2 annual reports; Regularly updated/improved website in 3 languages plus Japanese; enhanced photo database; preparation and distribution of "Tropical Forest News" newsletter every two months, and various outreach materials.
- b) Prepare outreach materials and booths to exhibit the work of the organization at relevant fora (e.g. UNFCCC CoP21 in Paris 2015, XIV World Forestry Congress, CBD CoP in 2016, UNFF-11, 23-COFO, and other fora not covered under other BWP activities); other ad hoc outputs (e.g. translation of website and selected outreach materials into Japanese).
- c) Coverage of ITTC session by the Earth Negotiations Bulletin (ENB).

IV. Target Countries Global

V. Duration and Timing 24 months; commencing when funding made available

VI. Budget US\$473,329

- a) US\$204,021 (publication of reports including Annual Reports: \$60,000; improvements, translation and updating of website: \$134,021; \$10,000 balance for other regular outreach activities)
- b) US\$169,308 (participation and side events/booths at up to 2-3 fora per year at average cost of \$30,000 per fora; balance for other ad hoc outreach activities)
- c) US\$100,000 (daily digital coverage of ITTC sessions)

Activity No. 20

IMPROVE BRANDING, POSITIONING AND MARKETING OF ITTO

[ITTA, 2006, Articles 1(a), (b), (f), (h), (o)]

[ITTA, 2006, Articles 1(a), (b), (f), (h), (o)]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 5]

I. Background

As a follow-up to the fundraising and knowledge management strategies developed for ITTO under the BWP 2013-2014, this activity aims at improving ITTO's visibility among international organizations, as well as other platforms (i.e. private sector, academy, donors, NGOs, etc.) by delivering compelling case studies and messages on the added value of the work of ITTO in promoting SFM and legal and sustainable timber trade.

II. Description

Based on the impacts and results of recently completed ITTO projects and activities, compelling case studies will be developed for the various areas of work of the organization and translated into high-impact and attractive marketing and communication materials, such as videos, multimedia, pamphlets, etc., to help as supporting tools in fundraising and outreach activities.

III. Expected Outputs

- a) Two high quality videos of the work of the organization;
- b) Multimedia developed and disseminated;
- c) Printed material (pamphlets, brochures, and posters)

IV. Target Countries Global

V. Duration and Timing 24 months

VI. Budget US\$250,000.00

IMPLEMENTATION OF THE ITTO KNOWLEDGE MANAGEMENT STRATEGY AND ACTION PLAN

[ITTA, 2006, Articles 1 (c), (r)]
[Strategic Action Plan 2013-2018, Strategic Priority 5]

I. Background

In fulfilling its mission, ITTO deals with a diversity of knowledge and the most critical knowledge is related to field practice through projects and thematic programmes. This knowledge is embedded in project teams and project partners who work in areas of forest management and conservation, forest industry, timber and NTFPs trade, and on issues linked to community development, biodiversity conservation, poverty alleviation, SME development, etc. This Activity is a follow-up on Activity 22 of the BWP 2013-2014 on the development of an ITTO Knowledge Management Strategy and Action Plan, which was presented and approved at the 49th ITTC, Libreville, Gabon, 25-30 November 2013

II. Description

Following the development of the new ITTO website and the integration of the ITTO web-based systems under Phases 1 and 2 of the ITTO KM Strategy and Action Plan, the emphasis of the activity will be on a) staff capacity building/training including the use of social networks, outreach and communications; b) strengthening knowledge sharing (networking) and learning from ITTO projects, including at the regional level through the ITTO regional officers; c) a re-assessment of the KM Strategy and its objectives in 2016 and d) the production of targeted publications synthesizing key results of ITTO projects to take advantage of lessons learned in order to strengthen and improve the effectiveness of future project work. The activity will use funding pledged under the BWP 2013-2014 for components a, b and c while it is seeking additional funding for component d). Component d) is supplementing Activity 19 and is aimed at increased production of project-related (synthesis) publications to promote knowledge sharing and dissemination

III. Expected outputs

- a. Enhanced capacity of ITTO staff including in the use of social networks/media and in terms of outreach and communications.
- b. Enhanced knowledge sharing/networking and learning from ITTO projects
- c. Re-examination of the ITTO KM Strategy & Action Plan and its objectives
- d. Targeted publications and other materials synthesizing key results of ITTO projects

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$ 180,000 (using US\$ 80,000 from the BWP 2013-2014)

- a. US\$ 30,000 (from BWP 2013-2014)
- b. US\$ 30,000 (from BWP 2013-2014)
- c. US\$ 20,000 (from BWP 2013-2014)
- d. US\$ 100,000

Activity No. 22

UNDERTAKE THE BIENNIAL REVIEW AND ASSESSMENT OF THE WORLD TIMBER SITUATION

[ITTA, 2006, Article 28]

[Strategic Action Plan 2013-2018, Strategic Priority 5]

I. Background

ITTO's Biennial Review and Assessment of the World Timber Situation compiles the most up-to-date and reliable international statistics available on global production and trade of timber, with an emphasis on the tropics. It also provides information on trends in forest area, forest management and the economies of ITTO member countries. The review is based on information submitted by ITTO member countries through the Joint Forest Sector Questionnaire, supplemented by other sources as necessary.

Under the ITTA, 1994, draft elements were produced by the ITTO Secretariat to assist the International Tropical Timber Council (ITTC) in undertaking its annual review of the international timber situation. In accordance with Article 28 of ITTA, 2006, the review and assessment of the international timber situation will be undertaken biennially beginning with the 2015-2016 biennium to be undertaken by the ITTC at its Fifty-second Session in 2016.

The ITTC will undertake the biennial review and assessment based on draft elements for the review and assessment of the international timber situation. These draft elements will be prepared by the Secretariat and will comprise statistics and available data on production, imports and exports of timber products, with emphasis on tropical timber products, and an analysis of economic and market developments. The elements for the review will be mainly based on information extracted from national responses to the ITTO/UNECE/FAO/EUROSTAT Joint Forest Sector Questionnaire and from other sources.

II. Description

The biennial review and assessment of the world timber situation for 2013-2014 will be published in mid-2015. The draft elements for the biennial review and assessment of the world timber situation for 2015-2016 will be considered by the ITTC at its Fifty-second Session in 2016, and the publication of the biennial review and assessment of the world timber situation for 2015-2016 will be released in 2017.

III. Expected Outputs

- a) Biennial review and assessment for the 2013-2014 biennium published in 2015.
- b) Draft elements for the biennial review and assessment for the 2015-2016 biennium considered at the Fifty-second Session of the ITTC in 2016;

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$90,000

Activity No. 23

CREATION OF WEB BASED 'ONE-STOP' INTERACTIVE PROFILES OF THE WOOD BASED INDUSTRY, TRADE AND FORESTRY SECTORS IN PRODUCER MEMBER COUNTRIES TO SUPPORT TROPICAL TIMBER MARKET TRANSPARANCY AND DIVERSIFICATION

*[ITTA, 2006, Article 1]
[Strategic Action Plan 2013-2018, Strategic Priority 5]*

I. Background

In the face of the recent downturn in demand in traditional markets tropical timber exporters have had some success in 'new and emerging' markets. South-East Asian exporters have seen sales to East Asia rise, West African exporters have seen exports increase to regional markets such as Algeria, Nigeria and South Africa; all tropical timber exporters have had some success in Middle East markets but the full potential of these new and emerging markets is yet to be realized.

At present a high proportion of purchases in the new and emerging markets are made by a handful of traders who then redistribute products through a supply chain, often with multiple players. The high number of players in the supply chain increases transaction costs and the price of timber rises at each step which can undermine the price competitiveness of tropical timber. Even in the well-established Chinese and Indian markets, for example, the trade in tropical timber is in the hands of just a few major importers.

One of the main hurdles facing prospective buyers in new and emerging markets wanting to import tropical timber is finding information to assess and create a trading opportunity. Few producer countries have dedicated timber promotion agencies, those that do deliver a 'one-stop' location where information on all aspects of forest production, SFM, legality, certification, products and industry and trade contacts can be found.

While emerging markets offer producer countries new opportunities, it is the traditional markets such as the US, EU, Japan (as well as China and India) whose tropical timber trade has been well established for decades that represent the foundation of the tropical timber trade. In recent years exporters of tropical timber have had to adjust to new and challenging market policies, in particular the verification of the legality of wood products offered for export and/or proof of sustainability. The US, EU, Australia, Japan and others have in place various laws and regulations to ensure illegal timber is eliminated from the supply chain. Private sector is also increasingly taking steps in order to source timber products which are verified or certified as legally and sustainably harvested.

In order to assist operators to comply with legality and sustainability policies in the global timber markets, it is essential that tropical timber exporters better understand market requirements and that importers can access supplier country legislation and regulations to be sure the supplier delivers appropriate documentation. Currently much information is available from a variety of sources both at the national and global level, but access to such dispersed information is not easy. This can undermine the potential for expanding markets for tropical wood products. The implementation of this activity aims to help fill this information gap.

II. Description

With a view to address the constraints identified above, the ITTO could facilitate the creation of a web based 'one-stop' trade and forestry sector profile of producer member countries. In the development of the database, the ITTO will work closely with Members and business community who are primarily responsible for providing the required information and will liaise with other organizations/platforms such as TRAFFIC, APEC EGILAT, Legal Atlas, Global Forest Watch, Forest Legality Alliance, Transparency International, FSC Global Forest Registry, etc. which are already working on these issues and similar databases. The first step of the activity will be a thorough analysis of already existing platforms, available information and identified gaps in order to avoid duplications and contradictions.

Example of types of information that could be included in producer profile (not in order of priority):

- Industry profile: number and type of mills and plants, production and exports in recent years
- Export product range
- Forest and timber industry legislation and regulations including information on log and wood product bans and restrictions imposed through national legislation

- Descriptions of national action on certification, timber legality assurance, SFM, FLEGT VPA, etc.
- Product price trends
- Trade and company news
- Association profiles and contact information
- A password accessed site for private enterprises to post company profiles or links to company websites
- Contact links to national agencies

To ensure the effectiveness and use of the database it will be important that the trade/industry profile website becomes widely known. This will require ITTO, industry, and participating member countries to continually promote the new website with a view to attracting private sector and other funding for its maintenance. ITTO can do this through its various publications and at meetings/conferences. Member countries could be encouraged to assist in promotion of the new website.

III. Expected Outputs

A website as part of ITTO's homepage bringing together the vast intelligence ITTO already has on producer member country industry and trade and to include information provided directly by producer member countries, trade and industry associations, ITTO regional officers and private enterprises. There are synergies between this activity and the IMM project [Activity 25] with each feeding data and information into the other. Work undertaken by other organizations in this area should also be considered.

- | | |
|-----------------------------------|-----------------------|
| IV. Beneficiary countries: | ITTO member countries |
| V. Duration: | 24 months |
| VI. Budget | US\$150,000 |

DEVELOPMENT OF ENVIRONMENTAL PRODUCT DECLARATION (EPD) FOR SELECTED TROPICAL WOOD PRODUCTS

[ITTA, 2006, Articles 1(a), (f), (s)]
[Strategic Action Plan 2013-2018, Strategic Priority 5]

I. Background

ITTO has previously conducted a thorough review of information on Life Cycle Analysis (LCA) of Tropical Timber Products [PPD 48/02 (M)], reported in 2004. Since the 2004 study by ITTO, the Organization has done very little work on the report's findings, specifically regarding "a coordinated effort to simulate further LCA work of direct relevance to tropical forests and products". During 2013-2014, ITTO has started modest studies on EPD for meranti plywood in Indonesia and Malaysia, khaya timber in Ghana, and ipe decking in Brazil. This proposal is to build on the initial 2013-2014 work.

Environmental Product Declarations (EPD's) are gaining market momentum as a tool that defines socially and environmentally responsible construction materials. LCA ratings are significant factors in establishing EPD's (an EPD is defined in ISO 14025 as quantified environmental data based on the ISO 14040). Tropical timber products are at a significant competitive disadvantage without transparent and complete LCA information. The defining of LCA ratings for tropical wood products will help ITTO producer countries meet the environmental, social and economic goals consistent with the ITTO's objective of enhancing international trade in legally harvested tropical timber from sustainably managed forests.

II. Description

Considering the development on studies related to EPD and LCA, activities undertaken by other organizations such as FAO; as well as latest international timber markets' requirements, the following proposal outlines a process for compiling EPD's through development of a Life Cycle Inventory database and comparative LCA reports for 3 products, in line with ISO standards, including carbon footprint assessments for 3 products in line to the PAS2030 specification. The three products proposed for assessment namely plywood, lumber and decking will be chosen to represent the three geographic regions.

The outputs will fill critical gaps in the data for tropical wood products in the Life Cycle Inventory; increase acceptance and specification of tropical wood products as a green building material.

III. Expected Outputs

- a) Compile Life Cycle Inventory database.
- b) LCA reports for 3 products conducted in line with ISO standards.
- c) Assessment of the carbon footprint for 3 products in line with the PAS2050 methodology.
- d) EPD for each product.

IV. Target Countries	Global
V. Duration and Timing	24 months
VI. Budget	US\$180,000

PROMOTE TRADE IN TROPICAL TIMBER AND TROPICAL TIMBER PRODUCTS FROM SUSTAINABLY MANAGED AND LEGALLY HARVESTED SOURCES

[ITTA, 2006, Articles 1(d), (k), (n), (o)]
[Strategic Action Plan 2013-2018, Strategic Priority 5]

I. Background

The Independent Market Monitoring (IMM) mechanism has been established to support bilateral Voluntary Partnership Agreements (VPA) between the EU and timber supplying countries. VPA's are a key element of the EU's Forest Law Enforcement Governance and Trade (FLEGT) Action Plan which defines the EU's policy to promote legal logging and trade in legally licensed timber. Once agreed, the VPAs include commitments and action from both parties to develop a Legality Assurance System (LAS) which licenses timber and timber products for export to the EU.

The VPA process operates alongside the EU Timber Regulation (EUTR), adopted in October 2010 and enforced throughout the EU since March 2013, which requires that operators implement a due diligence system to ensure negligible risk of any illegal timber or timber products being placed on the internal EU market. VPA licenses together with CITES certificates are the only forms of documentation recognised in EUTR as sufficient assurance of legal origin to require no further due diligence by operators.

The EU (through the EC) has selected ITTO to implement an Independent Market Monitoring system for FLEGT-licensed timber being placed on the EU market. Detailed terms of reference ("project description") and budget have been concluded in liaison with the EU/EC and are available on request from the Secretariat.

II. Description

The role of the IMM is to allow the VPA partner countries, the EU member states and the European Commission to better understand the market incentives of entering into a VPA, and to monitor how the EU and wider international market for FLEGT licensed timber develops during the life of the VPA. It also builds on the opportunity presented by LAS development to improve the quality of timber trade statistics and effectiveness of timber market development programmes for legally licensed FLEGT timber.

The IMM systems primary objectives are to:

- Collect, analyse, report and disseminate information on acceptance and trends of FLEGT-licensed timber on the EU market.
- Improve knowledge and understanding of the impacts of VPAs on timber prices, trade and market trends globally.
- Ensure VPA countries and the EC provide reliable statistics and information on FLEGT timber trade and acceptance in their reporting.
- Inform decisions by VPA Joint Implementation Committees (JICs) by providing timely & accurate information on market impact.
- Contribute to monitoring the impacts of the FLEGT Action Plan and to inform its implementation.
- Develop a long-term strategy for sustaining the IMM in consultation with the EU and VPA partner countries.

III. Expected Outputs

- a) An IMM Baseline Report will be published in late 2014 providing comprehensive data on forest products trade flows into the EU from VPA and potential VPA countries during the ten year period 2004 to 2013. This data will be supplemented by VPA country production data derived from ITTO and VPA Partner countries. Data will be summarised in a variety of charts, maps and other visualisation tools and will be supported by a commentary on market trends.
- b) Beginning in 2015, IMM will prepare an Annual Report to summarise the status of licensing in VPA Partner countries, provide an overview of major market trends and implications for VPA licensing, and a systematic review of market impacts against agreed indicators. The report will include country annexes, detailing developments in each VPA country and markets for their timber products. IMM will also work closely with each JIC to assist in preparation of market-related aspects of their own FLEGT

VPA Annual Report mandated under the terms of the agreements. Where relevant and feasible, the IMM will also undertake specific studies of issues or markets at the request of VPA countries and with the approval/support of a steering committee.

- c) An IMM website will be developed for real-time distribution and visualisation of data relating to trade in VPA licensed timber and associated market impacts as such data become available. The website will also be used as a hub for on-line collection of market survey data. Starting in the last quarter 2014, IMM will issue a regular quarterly e-newsletter via the website and by email. The newsletter will perform the dual role of regularly reporting on IMM activities and commenting on the latest quarterly trends in trade in VPA licensed timber products.
- d) IMM will also contribute regular articles to ITTO's Tropical Timber Market (TTM) Report, published every two weeks to improve transparency in international tropical timber markets, and Tropical Forest Update which is published quarterly in English, French and Spanish.

IV. Target Countries	Global (focus on EU market and VPA partner countries)
V. Duration and Timing	48 months (2014-2017)
VI. Budget	EUR 4,375,000 (approximately US\$6,000,000)

Activity No. 26

**CONSIDER ADVICE FROM AND FACILITATE INVOLVEMENT OF THE
TRADE ADVISORY GROUP (TAG) AND THE CIVIL SOCIETY ADVISORY GROUP (CSAG)**

*[ITTC Decisions 9(XXVIII), 2(XXXII)]
[Strategic Action Plan 2013-2018, Strategic Priority 6]*

I. Background

Since the formal establishment of the Trade Advisory Group (TAG) and the Civil Society Advisory Group (CSAG) in 1999 and 2002 respectively, ITTO has benefited tremendously from these advisory groups in terms of their advice, expertise, contributions, inputs and participation in the sessions of ITTC and its associated Committees as well as in the implementation of ITTO projects, pre-projects and activities. The contributions of these advisory groups particularly in the sessions of the ITTC can be further enhanced if adequate participation of representatives of these groups is facilitated and assisted.

II. Description

This activity is aimed at encouraging active and meaningful participation of TAG and CSAG members in the sessions of the ITTC by providing financial support covering duty travel and daily subsistence allowances for selected members to attend the sessions of the ITTC. The selection of the members of TAG and CSAG to be provided with ITTO financial support will be taken by the Executive Director based on the recommendations made by the coordinators of TAG and CSAG respectively, taking into account the need for balance between producers and consumers, and the need to ensure the balanced participation and effectiveness of these advisory groups.

III. Expected Outputs

- a) Adequate and more effective participation of TAG and CSAG members in ITTC Sessions;
- b) Improved quality of ITTC decisions and deliberation; and
- c) Overall efficiency and effectiveness of ITTC and ITTO enhanced.

- IV. Target Countries** ITTO member countries
- V. Duration & Timing** 24 months
- VI. Budget** US\$80,000

CONTINUE TO PROVIDE FOR ITTO'S COOPERATION AND CONSULTATION WITH THE COLLABORATIVE PARTNERSHIP ON FORESTS (CPF) IN SUPPORT OF THE UNITED NATIONS FORUM ON FORESTS (UNFF) AND OTHER RELEVANT INTERNATIONAL AND REGIONAL ORGANIZATIONS, INSTITUTIONS AND INITIATIVES

[ITTA, 2006, Article 15]

[ITTC Decision 7(XXX)]

[Strategic Action Plan 2013-2018, Strategic Priority 6]

I. Background

As a founding member of the CPF, ITTO has established, maintained and strengthened cooperation with the UNFF since its establishment in 2000. Following the Tenth Session of the UNFF held in April 2013, ITTO and other members of the CPF have been called upon to collaborate and make contributions to the follow-up of the outcomes of the session involving inter-sessional work and preparations leading to the convening of the Eleventh Session of the UNFF in New York in 2015.

II. Description

Through this activity, ITTO will be able to collaborate and contribute concretely and meaningfully to the work of the UNFF and CPF by providing relevant inputs, participating effectively in the relevant work and meetings of the UNFF and CPF and their activities and shouldering part of the costs of these activities on the basis of equitable cost-sharing with other members of the CPF.

III. Expected Outputs

- a) Representation of ITTO at UNFF and CPF enhanced;
- b) Cooperation and collaboration between ITTO, UNFF and CPF maintained and strengthened;
- c) ITTO's outreach, communication and interaction at international and regional levels broadened;
- d) Perspective and interests of tropical forests and timber in UNFF and CPF work and activities adequately presented;
- e) ITTO's knowledge and awareness of major and emerging forest issues and developments enhanced; and
- f) Efficiency and effectiveness of ITTO's work enhanced and synergized through cooperation and collaboration.

IV. Target Countries Global

V. Duration and Timing 24 months

VI. Budget US\$100,000

Activity No. 28

**DECIDE ON ELIGIBLE FELLOWSHIP APPLICATIONS IN 2015 AND 2016 BASED ON THE
RECOMMENDATIONS OF THE FELLOWSHIP SELECTION PANEL**

*[ITTC Decision 4(XXVII)]
[Strategic Action Plan 2013-2018, Strategic Priority 6]*

I. Background

The ITTO Fellowship programme began in 1989 under PD 60/89(M,F,I) and was replaced by PD 001/93 (M,F,I) in 1993 which was also subsequently replaced in 1999 by the Freezailah Fellowship Fund through Council Decision 4(XXVII). As at November this year, the Programme which began in 1989, has enabled more than 1,180 young and mid-career people from over 42 countries working for governments, research institutions, universities, civil society and the private sector to pursue their professional development and improved their career prospects. The Fellowships are awarded mainly to nationals of ITTO Producer member countries.

II. Description

Based on the strategic priority 6 of the draft Strategic Action Plan 2013-2018 on “Building and Developing Human Resource Capacity to implement SFM and increase trade in forest goods and services from sustainably managed forests” the Fellowship programme is geared towards building capacity in the following priority areas:

- Improving the transparency of the tropical timber market;
- Improving marketing and distribution of tropical timber species from sustainably managed sources;
- Improving market access for tropical timber exports from sustainably managed source;
- Securing the tropical timber resource base;
- Improving the tropical timber resource base, including through the application of criteria and indicators for sustainable forest management;
- Enhancing, technical, financial and human capacities to manage the tropical timber resource base;
- Promoting increased and further processing of tropical timber from sustainably managed sources;
- Improving marketing and standardization of tropical timber exports; and
- Improving efficiency of processing tropical timber from sustainable sources.

III. Expected Outputs

100-120 Awards for the two year period of 2015-2016 as established by Decision 4(XXVIII).

IV. Target Countries	ITTO producer member countries
V. Duration and Timing	24 months
VI. Budget	US\$800,000

ENHANCE THE TECHNICAL CAPACITY OF MEMBER COUNTRIES, PARTICULARLY DEVELOPING MEMBER COUNTRIES, TO MEET THE STATISTICS AND REPORTING REQUIREMENTS

[ITTA, 2006, Article 28(5)]
[Strategic Action Plan 2013-2018, Strategic Priority 6]

I. Background

The level and quality of reporting on forestry sector statistics by ITTO producer countries is variable and many countries are unable to meet their international and national statistical reporting requirements. Although ITTO has conducted a number of regional statistical training workshops, country-level assistance is also required because each country's problems and solutions will differ and a more effective approach is to tailor training needs accordingly. ITTO will work in liaison with FAO and other partners in delivering these workshops, building on collaborative relationships developed under previous related BWP activities.

II. Description

The purpose of this activity is to support up to four country-level training workshops or other activities (including, where appropriate, regional workshops), on request, to enable producer countries to meet their reporting requirements on forestry sector statistics. Although the objectives of country-level workshops will be tailored to specific needs, these will include the following:

- a) Establish and reinforce a network of forest products statistical correspondents;
- b) Review and assess the current state of national forest products statistics at regional and national levels, identifying the main weaknesses and constraints of the current systems;
- c) Improve the framework for future national statistical processes, including methodologies for statistical reporting and requirements for resources and equipment;
- d) Provide training on standardized international definitions as a base for completing the Joint Forest Sector Questionnaire; and
- e) Promote an information culture.

III. Expected Outputs

- a) Information on the status and constraints of current national forestry sector statistics discussed;
- b) The network of different actors in the value chain, including the public and private sectors, are linked to generate national statistics on production, consumption and trade in wood products. Agreement is reached on sustainable cooperation on forestry sector statistics between the various agencies;
- c) A roadmap for strengthening the national system of forest products national and international statistical reporting is developed; and
- d) The country's international reporting requirements and requirements of the ITTO Joint Forest Sector Questionnaire are understood.

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$100,000

STRENGTHENING THE CAPACITY TO PROMOTE EFFICIENT WOOD PROCESSING TECHNOLOGIES IN TROPICAL TIMBER PRODUCING COUNTRIES

*[ITTA, 2006, Articles 1(f), (i)]
[Strategic Action Plan 2013-2018, Strategic Priority 6]*

I. Background

Forest industries generate value for tropical forest resources thereby contributing to their sustainable management. Since 2000 there has been a decline in production and trade of both tropical sawn wood and tropical plywood. Examples of problems in forest industries include structural deficiencies and managerial weaknesses. The latter is particularly common in small and medium-sized enterprises (SMEs). Management systems in SMEs may be inadequate for the effective planning and control of operations, posing difficulties for effective supply chain management and product tracking. These enterprises may not have sufficient capacity to apply appropriate technology and management methods, which may be a barrier to integration with established supply chains. There is a lack of efficiency in wood processing that causes a high rate of waste/residue. In some countries/industries, only 15% of the timber volume felled ends up in value added products and the rest is lost. Up to half of the felled volume remains in the forest and up to 25% is industrial residue from primary and secondary processing. To overcome the above situation, it will be necessary for producers in tropical countries to improve their capacity to promote efficient wood processing technology to help reduce waste and improve product quality. This activity will help to meet this goal by convening in-house training at the country level to promote efficiency in wood processing industries.

II. Description

The activity is intended to pilot the applicability of training approaches and methodologies developed in the implementation of ITTO Project PD 286/04 Rev. 1 (I) 'Strengthening the Capacity to Promote Efficient Wood Processing Technologies in Indonesia'. This pilot activity will be undertaken in producer member countries in Africa, Asia and Latin America where forest industry production chains often encounter problems of inefficiency and lack of human resource capacity. Forest industries, forest industry associations, forestry training and research institutions, as well as representatives from relevant government agencies will take part in the in-house training. During the implementation of the 2010-2011 BWP, this activity has been carried out in PNG, Guyana, Myanmar, and Malaysia. Under the 2012-2013/2013-2014 BWP this activity has been tested in Ghana, Cameroon, Mexico and Guatemala. More training is needed to facilitate other producer member countries to improve their wood-based industries.

The scope of the in-house training will include strengthening capacity in common problem areas in the wood-based industries, namely: log stocking and loading, kiln drying and boilers, saw doctoring, finger jointing, laminating, packaging, waste control, maintenance and work safety.

The activity will also produce outreach materials summarizing the results of the in-house training in eight producer member countries already carried out since 2010 under previous BWP activities, and the results of additional training carried out under this activity. These outreach materials will ensure that the benefits of the in-house training provided under this activity reach the widest possible range of industries and other stakeholders.

III. Expected Outputs

- a) Awareness and understanding of forest industry managers/owners, government training and research institutions increased on the importance of improving efficiency in forest industries;
- b) Improve knowledge, skill and mentality of forest industry operators;
- c) Validated approaches and methodology of in-house training applicable to be further disseminated and implemented in different places; and
- d) Outreach material summarizing results of in-house training.

IV. Target Countries Selected ITTO producer member countries

V. Duration and Timing 24 months

VI. Budget US\$250,000

**MATCHING THE NEEDS OF FOREST INDUSTRY WITH THE INNOVATIONS, TECHNOLOGIES
AND KNOW-HOW DEVELOPED THROUGH ITTO PROJECTS**

[ITTA, 2006, Articles 1(f), (i), (p)]
[Strategic Action Plan 2013-2018, Strategic Priority 6]

I. Background

This activity will build on the results of the activity of the same name carried out during the 2013-2014 BWP, which aimed to strengthen ITTO's outreach by making better use of information developed by ITTO's past projects. In particular by making existing knowledge about lesser used species more available.

Under the BWP 2013-2014 a scalable web platform was built in order to disseminate silvicultural, technical and market information about lesser used tropical timber species (LUS) to different audiences and to develop value-added products in support of the environmentally, socially and economically sustainable use of tropical production forests for generations to come. The initial website contains comprehensive information on about 60 LUS and species of forestry or agroforestry importance growing in tropical America.

II. Description

Under the BWP 2015-2016, the intention is to expand the website to species from tropical Africa and Asia, and to strengthen regional support structures that can update the platform and keep it relevant to the needs of producer and consumer businesses.

III. Expected Outputs

- a) At least 60 complete profiles for LUS of tropical Africa and Southeast Asia added to the dedicated website.
- b) At least one regional structure for future update and evolution of the website identified and developed.
- c) The web platform has been scaled-up to deliver silvicultural, technical and marketing information of relevance to its target audiences and consistent with ITTO's Knowledge Management Strategy.

IV. Target Countries Selected ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$240,000

Activity No. 32

IMPROVING FORESTRY EXTENSION SCHEMES TO ENSURE THE IMPLEMENTATION OF SUSTAINABLE FOREST MANAGEMENT (SFM) AND CONTRIBUTE TO THE CONSERVATION OF TROPICAL FOREST ECOSYSTEMS

[ITTA, 2006, Article 1(a), (c), (d), (i), (j), (m), (r)]
[Strategic Action Plan 2013-2018, Strategic Priority 6]

I. Background

The sustainability of forest management, particularly in the tropics, depends much on the capacity of the members of local and indigenous communities living in and around forests, as well as forest owners, managers and practitioners, who are directly involved in the management and use of forest resources. In this context, forestry extension service provided by forest professionals is of crucial importance to advance sustainable management of tropical forests.

In view of the above, it is essential to ensure that the institutions and professionals responsible for the implementation and administration of forestry extension have adequate capacity to guide, operate, assess and improve the extension service and scheme based on both the scientific knowledge and technical expertise and the need of forest owners, managers and practitioners, local and indigenous communities and other stakeholders in accordance with the national and local circumstances.

II. Description

Under this activity, a five-day international seminar will be organized in a selected country in Latin America in October 2015 to discuss forestry extension services and schemes with the aim of contributing to the field practice of sustainable management of tropical forests and tropical forest ecosystems.

The seminar will be targeted to the institutions and professionals related to forest extension. Guest speakers will include public officers, technical advisors, academicians and researchers from major forestry and timber producing countries.

The seminar will discuss the following topics:

- Global overview of forestry extension schemes and services;
- Challenges and opportunities for forestry extension service;
- Role of forest professionals in the development of forest management skills;
- Consideration of biodiversity conservation in forestry operations;
- Share of responsibility between forest professionals and clients;
- Certification schemes for forestry extension service;
- Governance and assistance schemes to improve the quality of forestry extension service;
- Mechanisms for monitoring and evaluation of forestry extension service; and
- Financial incentives for high-quality forestry extension service.

III. Expected Outputs

- a) Recommendations for the development/improvement of forestry extension schemes and services in ITTO member countries, including a proposal for regular organization of this seminar; and
- b) Establishment of partnerships and networks for sharing information and knowledge on the best practices among institutions and experts.

IV. Target Countries	ITTO member countries
V. Duration & Timing	12 months in 2015
VI. Budget	US\$ 300,000

**ENHANCE THE COOPERATION BETWEEN ITTO AND WORLD CUSTOMS ORGANIZATION (WCO),
THROUGH THE PREPARATION OF GUIDELINES FOR FRONTLINE CUSTOMS OFFICIALS IN
COMBATting ILLEGAL TIMBER TRADE**

*[ITTA, 2006, Articles 1(d), (k), (n)];
[Strategic Action Plan 2013-2018, Strategic Priorities 1, 6]*

I. Background

Timber is the most valuable natural resource commodity traded with an annual turnover estimated at more than USD300 billion. However, illegal trade is a threat to sustainable forest management with illegal logging, including processing, estimated to cost the world economy between US\$30-100 billion which is between 10-30% of the total global wood trade (UNEP and INTERPOL, 2012. *Green Carbon, Black Trade*). Customs also work to ensure that government's revenue is maximized from efficient timber trade, that supply chains work at optimal efficiency and that through appropriate border control techniques illegal timber trade is eliminated or reduced. Currently, there is a lack of timber specific guidelines and reference material for frontline Customs and other border officials use in their daily operational work and in cross training.

II. Description

The World Customs Organization (WCO) has an MOU with TRAFFIC to assist WCO in developing Timber Guidelines to help customs officers at the border. TRAFFIC wishes to work with ITTO to develop the Guidelines which will help ITTO to assist customs officers of members at the border to validate and verify legality of timber products in trade to prevent loss of revenue for timber products with tariffs. The Guidelines will also contribute to enhance revenue collection through enhanced enforcement of illegal timber trade, monitoring of the trade and greater control capability of customs on timber trade. This will allow Customs to support the efforts of national policies and other agencies' mandate on the forestry sector and contribute to safeguard social, conservation and environmental needs and services of their country. This activity is part of a phased approach by WCO towards enhancing the capacity of frontline customs in their daily operational work on timber trade.

This activity will enable Customs and other border agencies in ITTO and other WCO members in coordination with UN Office on Drugs and Crime to have access to frontline reference materials and training tools. These resources will strengthen the capacity of Customs on the timber front and provide new skills for improved timber related data collection and enforcement. Improved data collection by officers can then feed into ITTO's and other international organizations' statistics which will in turn improve the effectiveness of monitoring operations. The long term impact of the project will be achieved through wide distribution of developed materials to key actors in ITTO and WCO members that will use and share the new skills and knowledge, and further train personnel through train the trainer tools.

III. Expected Outputs:

- a) The 1st phase is the finalization of the Timber Guidelines, followed by the piloting of the guidelines in one member country of ITTO. Funding is requested from ITTO to support this Phase I. The piloting will include at least 1 validation workshop in each of the sub-regions of the country, and one national workshop, discussions with the national Customs agency and field visits. Phase II will involve creating the modules and platforms for outreach and communications to customs agencies worldwide. The modules will be validated and piloted across the WCO/ITTO regions to take into account cultural, language, operational and other differences. Partnership and fundraising activities strengthened between ITTO and WCO.

IV. Target Countries Malaysia – for pilot phase. TRAFFIC, with support from WCO is in discussions with Customs Malaysia for their endorsement.

V. Duration and Timing 18 months; commencing when funding is available

VI. Budget
Phase I: ITTO: US\$224,500
TRAFFIC: US\$30,000 (including in-kind)
WCO: US\$5,100 (including in-kind)
Phase II: WCO and TRAFFIC are in discussions for possible GEF funding.

Activity No. 50

UNDERTAKE A STUDY TO ASSESS THE USE OF THE VARIOUS ITTO GUIDELINES ON THE SUSTAINABLE MANAGEMENT OF PLANTATIONS, SECONDARY FORESTS, BIODIVERSITY AND NATURAL FORESTS IN THE TROPICS

[ITTA, 2006, Article 1(a), (d), (m), (r)]
[Strategic Action Plan 2013-2018]

I. Background

ITTO has developed a large number of policy guidelines as a reference for policy decisions and as a technical guidance on sustainable forest management in the tropics. ITTO policy guidelines published as its Policy Development Series include:

- ITTO Guidelines for the Sustainable Management of Natural Tropical Forests (1992).
- Criteria for the Sustainable Management of Natural Tropical Forests (1992).
- ITTO Guidelines for the Establishment and Sustainable Management of Planted Tropical Forests (1993).
- ITTO Guidelines for Fire Management in Tropical Forests (1997)
- ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests (2002)
- Revised ITTO Criteria and Indicators for the Sustainable Management of Tropical Forests including Reporting Format (2005)
- ITTO/IUCN Guidelines for the Conservation and Sustainable Use of Biodiversity in Tropical Timber Production Forests (2009)
- ITTO Voluntary Guidelines for the Sustainable Management of Natural Tropical Forests (2014)

The ITTO policy guidelines are intended for national and subnational governments, private-sector organizations, civil-society organizations, research and education institutions, forest managers and other groups and bodies engaged in sustainable forest management.

II. Description

The purpose of this activity is to conduct a survey to assess the use of key ITTO policy guidelines from a full range of tropical forest stakeholders, through a professional online survey services provider, with the aim of analyzing the impacts of ITTO policy guidelines and their best use towards the achievement of sustainable forest management in the tropics. An on-line survey will be designed to identify the use of key ITTO policy guidelines and to receive feedback on the importance of developing and promoting the policy guidelines in the context of ITTO's work on SFM, and suggestions related to ITTO's work on the policy guidelines.

III. Expected Outputs

- Information on the status of using key ITTO policy guidelines and feedback from tropical forest stakeholders
- Recommendations improving outreach and access of ITTO policy guidelines by a border group of stakeholders, and practitioners
- Report to the Fifty-second Council Session

IV. Target Countries Global

V. Duration & Timing 24 months

VI. Budget US\$50,000 (including consultant and on-line survey services provider fees, questionnaire development in the three languages).

STUDY ON REGIONAL ITTO PRESENCE AND REPRESENTATION

I. Background

The ITTO Regional Officers for Africa and Latin America and the Caribbean, under the management of the Executive Director provide services to members in relation to the project cycle, thematic programmes and the general representation of the Organization. Under Decision 7(XLIX) a discussion on the issue of ITTO's regional presence and representation was held during the Fiftieth Council Session in Yokohama. A study will be conducted to consider the possible role and objectives, feasibility and budgetary implications of strengthening regional representation, inter alia through the possibility of establishing regional offices.

II. Description

The objective of the study is to inform Council's deliberations at its 51st Session on ITTO presence and representation in the regions. The study should address the following issues:

- The pros and cons of Regional Offices versus Regional Officers, including a cost benefit analysis. In particular, the following factors should be considered: the quantification of the critical mass of projects and activities to justify a regional office, the current financial situation of ITTO, possible mobilization of additional resources, etc.
- The added value of establishing a Regional Office comparing to the current situation.
- Proposed roles and responsibilities of the Regional Officers in relation to Headquarters, including staff division of labor.
- Selection Criteria for a Regional Office (including security, accessibility, communications, host country arrangement, cost, financial and in-kind contributions by the host country and/or other organizations, possibility to partner with other organizations, etc.)

The study should be fact based and without prejudice to the decision to be made by the Council. The study should be completed in timely manner so that it is distributed to members before the 51st Session.

The work will be carried out by the Secretariat with the support of a Consultant.

III. Expected Outputs

- A study to help inform Council's deliberation on ITTO Regional Presence and Representation

IV. Target Countries ITTO member countries

V. Duration 2 -3 months

VI. Budget US\$25,000 (from Working Capital Account)

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