



**INTERNATIONAL TROPICAL
TIMBER COUNCIL**

Distr.
GENERAL

ITTC/EP-53
13 July 2018

Original: ENGLISH

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

**Fifty-third Meeting
9 – 13 July 2018, Yokohama, Japan**

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

1. TERMS OF REFERENCE

- 1.1 The Expert Panel (ITTC/EP-53) worked in accordance with the Terms of Reference attached, see **Appendix I**. Furthermore it has been guided by the endorsement of the Council at its 40th Session of Document ITTC (XL)/5 and, in particular the authorization contained in paragraph 7, to apply the "Revised ITTO System for Technical Appraisal of Project and Pre-project Proposals". The Fifty-third Panel appraised the proposals and classified them according to categories listed in **Appendix II** applying the current consolidated version of the scoring system summarized in **Appendix V** and **Appendix VI**.

2. PANEL MEMBERSHIP

- 2.1 The Fifty-third Expert Panel was attended by members listed in **Appendix IV**. Dr. Jobst-Michael Schroeder (Germany) chaired the meeting.

3. APPRAISAL PROCEDURES AND CRITERIA

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

4. APPRAISAL AND ASSESSMENT CARRIED OUT

- 4.1 Thirty-six (36) projects and three (3) pre-projects (total of 39) proposals were received for appraisal by the Fifty-third Expert Panel. The overall list of 39 Project/Pre-project Proposals reviewed by the Expert Panel and the category of decision allocated to each proposal is presented in **Appendix III**. The procedures and criteria applied for the assessment have been specified above in section 3.
- 4.2 The ITTO Secretariat allocated the Project and Pre-project Proposals in three blocks so that the Panel could deal with all proposals related to Reforestation and Forest Management (RFM) (31) then with those related to Economics, Statistics and Markets (ESM) (5) and finally with those related to Forest Industry (I) (3). This arrangement facilitated the appraisal as well as the formulation of the overall assessment and specific recommendations for each proposal listed in the **Annex** of this report.
- 4.3 The assistance provided by the ITTO Secretariat in addressing previous deliberations and necessary background information on each Project/Pre-project was extremely useful for adequate work of the Panel before it could finalize its evaluations and recommendations.
- 4.4 In following-up the meeting's results, the Panel requested the Secretariat to provide the following information and documents to all countries who have submitted proposals:
- The Overall Assessment and Specific Recommendations on each proposal submitted by the country (**Annex**);

- General findings and final categories commended by this Panel (section 5 and **Appendix III** of this report).

4.5 General findings and recommendations of the Fifty-third Expert Panel, as derived from the appraisal of 39 proposals, are listed in section 5.

4.6 The Panel heartily appreciated the willingness of the Secretariat to work effectively for very long hours whereby full deliberation of the 39 proposals and the success of this Fifty-third Panel were made possible.

5. GENERAL FINDINGS AND RECOMMENDATIONS

The Panel noted that the **quality** of the proposals improved in comparison to those assessed in the previous Panel, which is reflected by the fact that:

- Five (5) Proposals (13 percent of the total) received a category 4, indicating that the Expert Panel does not commend these to the Committee for approval as they require complete reformulation;
- Eighteen (18) Proposals: 1 Pre-project and 17 Project Proposals (46 percent of the total) will be sent back to proponents for essential revisions, rated as category 2;
- Sixteen (16) Proposals: 2 Pre-project and 14 Project Proposals (41 percent of the total) were commended to the Committee for final appraisal with minor modifications required (category 1).

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

The Panel noted:

Finding n°1: A high share of projects dealing with Reforestation and Forest Management (RFM), namely 79%, (see pie chart "*proposals by Committee area*"). Out of the 39 proposals only 3 were categorized under Forest Industry, 5 were categorized under Economics, Statistics and Market and 31 were categorized under Reforestation and Forest Management.

Finding n°2: Government agencies submitted 15 proposals, research organizations submitted 13 proposals, and NGOs submitted 11 proposals. From these, there were only 2 proposals submitted from a Women's Association and 0 from youth related Associations.

Finding n°3: Four previously Council approved but sunset project proposals were resubmitted as new proposals to the Expert Panel. As these were assessed as category 1 by the previous Panel, this Panel gave them a category 1 in order to be consistent with the previous evaluation.

Finding n°4: Only one proposal focused on transboundary conservation.

Finding n°5: Only two proposals were focused specifically on gender issues. Although the Panel noticed that more proposals included gender, there is still room to further integrate gender according to the *ITTO Policy Guidelines on Gender Equality and Empowering Women* (GEEW).

Finding n°6: Numerous proposals didn't fully utilize the ITTO Manual for Project Formulation (Third Edition, 2009) (inconsistency of headers, length and contents of chapters, maximum total length of the proposal, full sized and small sized projects), as well as often did not follow the relevant guidelines. Many proposals did not follow the correct formulation of budgets, especially the Master budget. 12% for ITTO program support cost were often not properly taken into account.

Finding n°7: Proponents are still having difficulties in using the tools that ITTO provides for project formulation, specifically Protocol as related to the construction of the budget. The Panel noted in some proposals that when proponents exported their budgets from Protocol to the proposal, the budget was not readable, potentially related to different versions of operating systems.

Finding n°8: A failure to address project sustainability after completion was a common problem, and the knowledge management component of the projects was not properly addressed.

Finding n°9: Numerous proposals did not adequately state clear lines of cooperation between the executing agencies and relevant stakeholders collaborating on the implementation and failed to show the interaction among them.

Finding n°10: In several cases the Focal Point did not give due attention in screening the proposals before the submission.

Finding n°11: The process of going from first-time submission to a project proposal approved by the Council has become even slower, partially due to the fact that the Expert Panel has only met once a year during the past two years.

Finding n°12: The Panel noted that revised proposals must be assessed in accordance with the recommendations of the previous appraisal.

Finding n°13: The Panel found it difficult or impossible to find completion reports, products and outcomes, and possible ex-post evaluations of previously completed projects in order to properly assess follow-up proposals.

Finding n°14: The Panel noted that its current terms of reference do not refer to the two recently approved guidelines (i.e. GEEW and *Guidelines for Environmental and Social Risks and Impact Assessments in ITTO Projects*) under point (f).

Recommendations:

For the Secretariat:

1. Considering that formulating proposals in accordance with the ITTO Manual for Project Formulation (Third Edition, 2009) may be a complex process, the Secretariat should encourage the countries to seek guidance from their ITTO country Focal Points. The Panel suggests going back to the proponents and asking for feedback on Protocol and the budget development and address the issues with Protocol.
2. The ITTO Manual for Project Formulation (Third Edition, 2009) needs some revision, with special attention to Item 83 of the budget component "ITTO Programme Support Costs" (now 12%) and the inclusion of *ITTO Policy Guidelines on Gender Equality and Empowering Women* (GEEW) and the *Guidelines for Environmental and Social Risks and Impacts Assessment in ITTO Projects*.
3. The Secretariat should screen proposals for full compliance with the procedures established in the ITTO Manual for Project Formulation (Third Edition, 2009) particularly with regard to problem analysis, logical framework, detailed budgets by components and source of funding.
4. The Secretariat should adhere to the Project Cycle as decided by Council for the Expert Panel to meet twice a year. If it is not possible to meet twice a year, the Panel recommends the Secretariat to develop new ways to review proposals under the established Project Cycle.
5. The Secretariat should provide project briefs as was the case until 2014 to assist the Panel and also include in these statistics such as type of executing agency, amount of funding requested, use of ITTO policy related guidelines, and outcome of previous projects.
6. The Secretariat should include the *ITTO Policy Guidelines on Gender Equality and Empowering Women* (GEEW) and the *Guidelines for Environmental and Social Risks and Impacts Assessment in ITTO Projects* in the Panel member's Scoring Sheet.
7. The Panel suggests some improvements in the project appraisal process of the Expert Panel meeting such as including a sheet for notes that would help in the elaboration of the Expert Panel report, group the projects by projects assigned to Project Managers.
8. The Panel suggests that the Secretariat consider developing a Frequently Made Mistakes document that would include frequently made mistakes by proponents which the Panel has outlined numerous times in their assessment of the proposals.

For the Expert Panel:

1. At the beginning of each Expert Panel (EP) session, the Panel should recall the Terms of Reference, and General Findings and Recommendations from the previous EP report.

2. Reviewers should pay special attention to the need of approval of the final recommendation sheets after consulting between themselves.
3. With the help of the Secretariat, the Panel should collect statistics (type of executing agency, ITTO priority areas, inclusion of *ITTO Policy Guidelines on Gender Equality and Empowering Women* (GEEW) and the *Guidelines for Environmental and Social Risks and Impacts Assessment in ITTO Projects*) on the proposals during the review process instead of afterward.
4. In respect to Rev.1 and Rev.2 proposals, reviewers should assess the proposals in accordance with the recommendations of the previous appraisal.

For Country Focal Points:

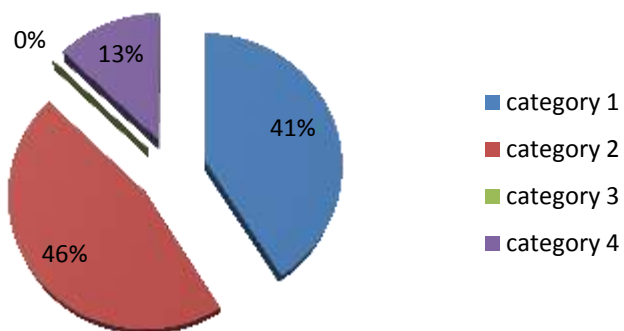
1. Technical support to the potential proponents is essential for the good formulation of project propositions. In case the Focal Points do not feel prepared to support project proponents, they should seek support from the ITTO Secretariat.
2. It is important that Focal Points disseminate the ITTO manual and guidelines, the Panel recommendations, and several previous Expert Panel reports to every potential proponent.
3. It is also important that Focal Points fully and carefully screen the proposals, according to the ITTO Manual for Project Formulation (Third Edition, 2009), before submitting them to ITTO.
4. Focal Points should help to disseminate information on ITTO cooperation program amongst less represented groups, such as indigenous and women. In addition the Focal Points should make an effort to encourage proposals for the Forest Industry and Economics, Statistics and Market Committee areas.

For the Project Proponents:

1. Always seek the guidance of the country Focal Point before formulating a project proposal. Pay special attention to recommendations of the Expert Panel in the case of revised proposals.
2. Carefully follow the latest ITTO Manual for Project Formulation with special attention to: problem analysis, logical framework matrix, and budget plan. To the extent possible, indicators should be SMART (Specific, Measurable, Appropriate, Realistic, and Time-bound).
3. Relevant ITTO guidelines should be explicitly followed in the Project Proposals.
4. Pay special attention to Item 83 of the budget component "ITTO Programme Support Costs" (now 12%).
5. Where previously implemented projects are directly relevant to the proposal in question (the searchable data tool "Project Search" [www.itto.int/project_search] could be consulted), they should be explicitly referenced in the proposal and build upon those outcomes.
6. Proposals should provide an equitable balance between ITTO and counterpart funding and must include permanent staff in the counterpart budget of the proposal in order to provide sustainability to the project.

6. PANEL DECISIONS ON PROJECT AND PRE-PROJECT PROPOSALS

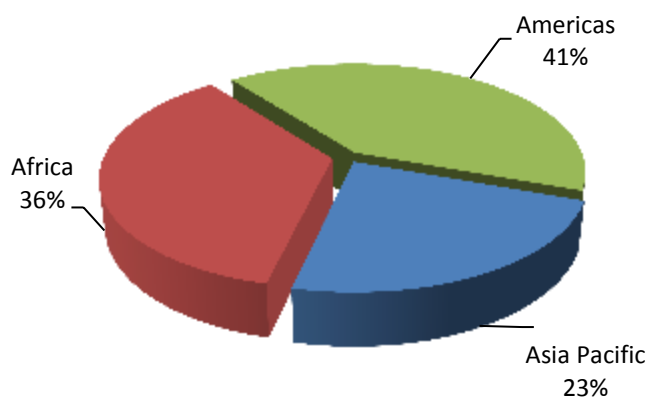
The Panel's decisions are listed in **Appendix III**, in accordance with established practice. Proposals classified by category, by regions, by committee areas and by submitting countries are summarised in the following tables and charts:



Summary of Project and Pre-project Proposals submitted to the Fifty-third Expert Panel by Region

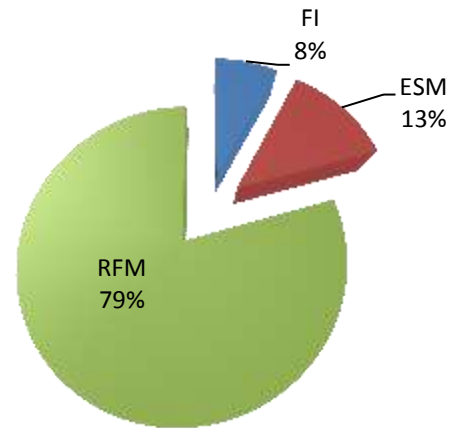
Region	Project Proposals				Pre-project Proposals				Total
	RFM	FI	ESM	Total	RFM	FI	ESM	Total	
<i>Americas</i>	13	1	1	15	1	-	-	1	16
<i>Asia Pacific</i>	5	2	2	9	-	-	-	-	9
<i>Africa</i>	10	-	2	12	2	-	-	2	14
Total	28	3	5	36	3	-	-	3	39

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



Decisions of the 53rd Expert Panel on Project and Pre-project Proposals by Committee Area

Category	Committee			Total
	RFM	FI	ESM	
<i>Projects</i>				
1	10	2	2	14
2	13	1	3	17
3	-	-	-	-
4	5	-	-	5
Total	28	3	5	36
<i>Pre-projects</i>				
1	2	-	-	2
2	1	-	-	1
4	-	-	-	-
Total	3	-	-	3



Decisions of the 53rd Expert Panel on Project and Pre-project Proposals by Submitting Country

Country	Category				Total
	1	2	3	4	
Benin	1	2	-	-	3
Cameroon	1	-	-	1	2
China	-	-	-	1	1
Colombia	1	-	-	-	1
Costa Rica	2	1	-	-	3
Cote d'Ivoire	-	2	-	-	2
Ghana	-	(1)+1	-	1	(1)+2
Guatemala	(1)+1	2	-	-	(1)+3
Guyana	-	1	-	-	1
India	-	1	-	-	1
Indonesia	3	1	-	1	5
Mexico	-	2	-	1	3
Peru	2	2	-	-	4
Thailand	-	1	-	-	1
Togo	(1)+2	1	-	-	(1)+3
Vietnam	1	-	-	-	1
Total	(2)+14	(1)+17	-	5	39

Note: Parenthesis indicates pre-project.

APPENDIX I

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

The Panel shall:

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

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

- (a) their relevance to the objectives of the ITTA, 2006 and the requirement that a Project or Pre-project should contribute to the achievement of one or more of the Agreement objectives;
- (b) their environmental and social effects;
- (c) their economic effects;
- (d) their cost effectiveness;
- (e) the need to avoid duplication of efforts;
- (f) if applicable, their relationship and integration with ITTO policy work and their consistency with the ITTO Action Plan 2013-2018 including:
 - Guidelines for the Establishment and Sustainable Management of Planted Tropical Production Forests, 1993;
 - ITTO Guidelines on Fire Management in Tropical Forests, 1996;
 - ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests, 2002;
 - ITTO/IUCN Guidelines for the Conservation and Sustainable Use of Biodiversity in Tropical Timber Production Forests, 2009; and
 - Voluntary Guidelines for the Sustainable Management of Natural Tropical Forests, 2015.

APPENDIX II

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

Rating schedule for Project Proposals

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

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

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

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

Rating schedule for Pre-project Proposals

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

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

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

APPENDIX III
List of Project and Pre-project Proposals reviewed by the
Fifty-third Expert Panel

Project No.	Title	Country	Category
PPD 190/18 (F)	Promoting the Management of Economic Timber Species in Community Lands in Ghana Using a Multifunctional Landscape Approach	Ghana	2
PPD 191/18 (F)	Support to the Local Communities of the Mono Plain for the Promotion and Sustainable Management of Community Forests in Togo	Togo	1
PPD 192/18 (F)	Formulation of a Project Proposal on “Strengthening Forest Research to Improve the Efficient Use of Timber and the Conservation and Sustainable Development of Forests in Guatemala”	Guatemala	1
PD 781/15 Rev.2 (F)	Master Plan for the Repositioning of Forest Management as a Competitive Land Use in the Agroforestry Landscape of the Northern Region of Costa Rica	Costa Rica	1
PD 808/16 Rev.1 (F)	Conservation of African Barwood (<i>Pterocarpus erinaceus</i> Poir) in the Forest Reserves of La Palee and Boundiali in Northern Cote d'Ivoire with the Participation of Local Communities	Cote d'Ivoire	2
PD 842/17 Rev.1 (F)	Exploring Innovative and Appropriate Tenure Conflicts Resolution Model on State Forest for Strengthening Forest Management Unit (Kesatuan Pengelolaan Hutan/KPH) in Implementing Sustainable Forest Management	Indonesia	1
PD 848/17 Rev.1 (F)	Promoting Inclusive Forest Development and Landscape Restoration in Nicoya Peninsula, Costa Rica	Costa Rica	2
PD 849/17 Rev.1 (F)	Increasing Commercial Reforestation Competitiveness in Costa Rica	Costa Rica	1
PD 852/17 Rev.1 (F)	Development of a Regional Strategy for the Restoration and Rehabilitation of Degraded Areas on the South Coast of Peru	Peru	2
PD 859/17 Rev.1 (F)	Establishment of a Collaborative Framework through the Creation of a Local Joint Management Body for the Haho-Baloé Reserved Forest in Togo	Togo	2
PD 864/17 Rev.1 (F)	Forest Restoration to Reduce the Vulnerability of Rural Communities to Climate Change in Five Municipalities of Las Verapaces	Guatemala	2
PD 866/18 (F)	Multipling Selected Stands of Ghana's Heavily Threatened High-value Hardwood Species on Degraded Papase High Forest Zone Lands through Sustainable Small-Farmer Reforestation Actions	Ghana	2
PD 868/18 (F)	Improving Local Governance for Landscape Restoration in the San Alejandro River Subwatershed, Padre Abad Province, Department of Ucayali, Peru	Peru	1
PD 869/18 (F)	Developing Decision Support System for Private Forest Governance in Java	Indonesia	4
PD 871/18 (F)	Revitalizing System and Technique for Watershed Monitoring in Indonesia	Indonesia	2
PD 872/18 (F)	Exemplary Indigenous Species Reforestation with Legally Registered Land Ownership Title Deeds for 100 Marginalized Women on Apeguso-Frankadua Degraded Savanna Woodlands, Ghana	Ghana	4
PD 873/18 (F)	Integrated Management of Natural Resources and Biodiversity in the Tacaná Volcano and its Area of Influence in Mexico and Guatemala – Second Phase	Guatemala	1
PD 875/18 (F)	Fighting Ecosystem Deforestation in Mexico's Caribbean Coast	Mexico	4

PD 876/18 (F)	Sustainable Forest Development in Tropical Moist Pasturelands - Use of Native Tree Species through Collaboration Between Local Communities and Livestock Farmers, Mexico	Mexico	2
PD 877/18 (F)	Taper and Commercial Volume Systems for the Planning of the Sustainable Management of Ten Tropical Forest Species in Quintana Roo, Mexico	Mexico	2
PD 880/18 (F)	Demonstrate the Development of Relationships Between Tree Growth and Climate Variability and Topographical Factors in Thailand's Natural Forests to Support Sustainable Forest Management in Thailand: Phase I	Thailand	2
PD 881/18 (F)	Gender Mainstreaming in the Development of Actions to Control Deforestation and Forest Degradation in the Congo Basin	Cameroon	1
PD 882/18 (F)	Reduction of the Vulnerability of Mangrove Ecosystems to Combat Climate Change and Improve the Living Conditions of Communities, Abbreviated to "Revemac Ap"	Cameroon	4
PD 883/18 (F)	Production of Teak Clonal Varieties in Benin	Benin	2
PD 884/18 (F)	Pilot Sustainable Management Systems for Secondary Natural Forests in the Collective Afro-Descendant Community Territory of the Bajo Calima Community Council, Municipality of Buenaventura, Colombia	Colombia	1
PD 885/18 (F)	Finding and Report of Typical Cases on the Conversion of Planted Tropical Forest to Natural Tropical Forest (Secondary Tropical Forest) in Hainan Province, China	China	4
PD 887/18 (F)	Production and Availability of Teak Clone Varieties: Development of Improved Plant Material for Reforestation in Togo	Togo	1
PD 888/18 (F)	Enhancement of the Participatory Bushfire Prevention and Management System in Togo	Togo	1
PD 889/18 (F)	Strengthening the Sustainable Integrated Management of Pinabete in Guatemala	Guatemala	2
PD 890/18 (F)	Rehabilitation of the Upper Bandama Protected Forest in the North of the Côte d'Ivoire with the Participation of the Local People	Cote d'Ivoire	2
PD 891/18 (F)	Bamboo for Life: An Alternative for the Rehabilitation of Degraded Forest Lands and Sustainable Rural Development in the San Martin Region, Peru	Peru	1
PD 841/17 Rev.1 (I)	Building Partnerships Among Actors Involving in Acacia and Eucalyptus Value Chain in Vietnam	Vietnam	1
PD 870/18 (I)	Developing Effective System for Sustainable NTFP Utilization through Forest Management Unit Engagement to Improve Community Livelihoods in Nusa Tenggara	Indonesia	1
PD 874/18 (I)	Developing a Simplified and Cost-Effective Chain of Custody System for SMEs for Legality Verification of Timber and Timber Products	Guyana	2
PD 844/17 Rev.1 (M)	Promoting Plantation of the Locally Endangered Species Timoho (<i>Kleinhovia Hospita</i> L.), Mentaok (<i>Wrightia Pubescens</i> R.Br.) and Terbelo Puso (<i>Hymenodictyon Orixense</i> (Roxb.) Mabb.) to Enhance Sustainable Use, Local Communities Livelihood and Culture	Indonesia	1
PD 867/18 (M)	Improving Forest Productivity and Community Associativity in Native Community Areas of the Province of Atalaya, Ucayali, Peru	Peru	2
PD 878/18 (M)	Support for the Certification of National Teak Plantations of the National Timber Board (ONAB), Benin	Benin	2
PD 879/18 (M)	Building the Capacity of the National Forest Information and Statistics System	Benin	1
PD 886/18 (M)	Trade Assessment and Capacity Building for Sustainable Harvesting of Agarwood in North-East India	India	2

APPENDIX IV

MEMBERSHIP OF THE FIFTY-THIRD MEETING OF THE EXPERT PANEL
FOR TECHNICAL APPRAISAL OF PROJECT PROPOSALS
Yokohama, 9 – 13 July 2018

PRODUCER COUNTRIES:

- 1. Mr. Eang, Savet (Cambodia)**
Director
Department of Wildlife and Biodiversity
Forestry Administration
#40, Preah Norodom Blvd
Phnom Penh
Cambodia

Tel: (855) 12-915372
Fax: (855) 23-212201
E-mail: savet2003@yahoo.com
- 2. Dr. Iddrisu, Mohammed Nurudeen (Ghana)**
Director of Operations
Timber Industry Development Division
Ghana Forestry Commission
P.O Box TD 783 / 515, Takoradi
Ghana

Tel: (233) 244 688 411
E-mail: nurudeen15@yahoo.com
- 3. Mr. Leigh, John (Peru)**
Director Ejecutivo (e)
Servicio Nacional Forestal y de Fauna Silvestre (SERFOR)
Ministerio de Agricultura y Riego - MINAGRI
Avenida 7, No. 229, Rinconada Baja, La Molina
Lima
Peru

Tel: (51-1) 225-9005
E-mail: jleigh@serfor.gob.pe
- 4. Mr. Lokossou, Achille Orphée (Benin)**
Chef Service des Politiques, Etudes et du Suivi
des Accords et Conventions à la Direction
Générale des Eaux, Forêts et Chasse
Ministère du Cadre de Vie et du Développement Durable
01 BP 3502 – 01 BP 3621 Cotonou
Benin

Tel: (229) 9540724
E-mail: lokossou@yahoo.fr
- 5. Dr. Sidabutar, Hiras (Indonesia)**
Project Coordinator
Jalan Abesin No.71
Bogor 16124
Indonesia

Tel: (62-251) 8312977
Mobile: (62) 811813724
E-mail: hirassidabutar@gmail.com
- 6. Dr. Velázquez Martínez, Alejandro (Mexico)**
Professor
Silviculture and Forest Ecosystems
Colegio de Postgraduados
Km 36.5 Carretera México – Texcoco
Montecillo, Texcoco edo. de México
C.P. 56230
Mexico

Tel: (52-595) 9520200/1470
Fax: (52-595) 9520-252
E-mail: alejvela@colpos.mx

CONSUMER COUNTRIES:

- 1. Mr. Konishi, Rikiya (Japan)**
Deputy Director
Wood Products Trade Office
Forest Policy Planning Department
Forestry Agency
1-2-1 Kasumigaseki
Chiyoda-ku
Tokyo 100-8952
Japan

Tel: (81-3) 3502-8063
Fax: (81-3) 3502-0305
E-mail: rikiya_konishi640@maff.go.jp

- 2. Dr. Korhonen, Kari Tapani (Finland)**
Principal Scientist, Group Manager
Natural Resources Institute Finland (LUKE)
Yliopistokatu 7, FI-80101 Joensuu
Finland

Tel: 358 (0) 50 391 3030
E-mail: kari.t.korhonen@luke.fi

- 3. Dr. Schroeder, Jobst-Michael (Germany)**
Senior Scientist
Thünen Institute of International
Forestry and Forest Economics
Leuschnerstr. 91
21031 Hamburg
Germany

Tel: (49-40) 73962-146
Fax: (49) 40-73962-399
E-mail: jobst.schroeder@thuenen.de

- 4. Dr. Shim, Kug-Bo (Korea)**
Director
Division of Timber Engineering
National Institute of Forest Science
57 Hoegiro, Dongdaemun-gu
Seoul, 02455
Republic of Korea

Tel: (82-2) 961-2701
Fax: (82-2) 961-2719
E-mail: kbshim@korea.kr

- 5. Ms. Zamecnik, Alexandra (U.S.A.)**
Biological Scientist
U.S. Forest Service
International Programs
Washington, D.C.
U.S.A.

Tel: (1-202-569-3497)
Fax: (1-202-644-4603)
E-mail: alexandrazamecnik@fs.fed.us

APPENDIX V

Revised Scoring Table – ITTO Project Proposal (PD)

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

Marks indicate:

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

Rating categories:

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

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

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

Marks indicate:

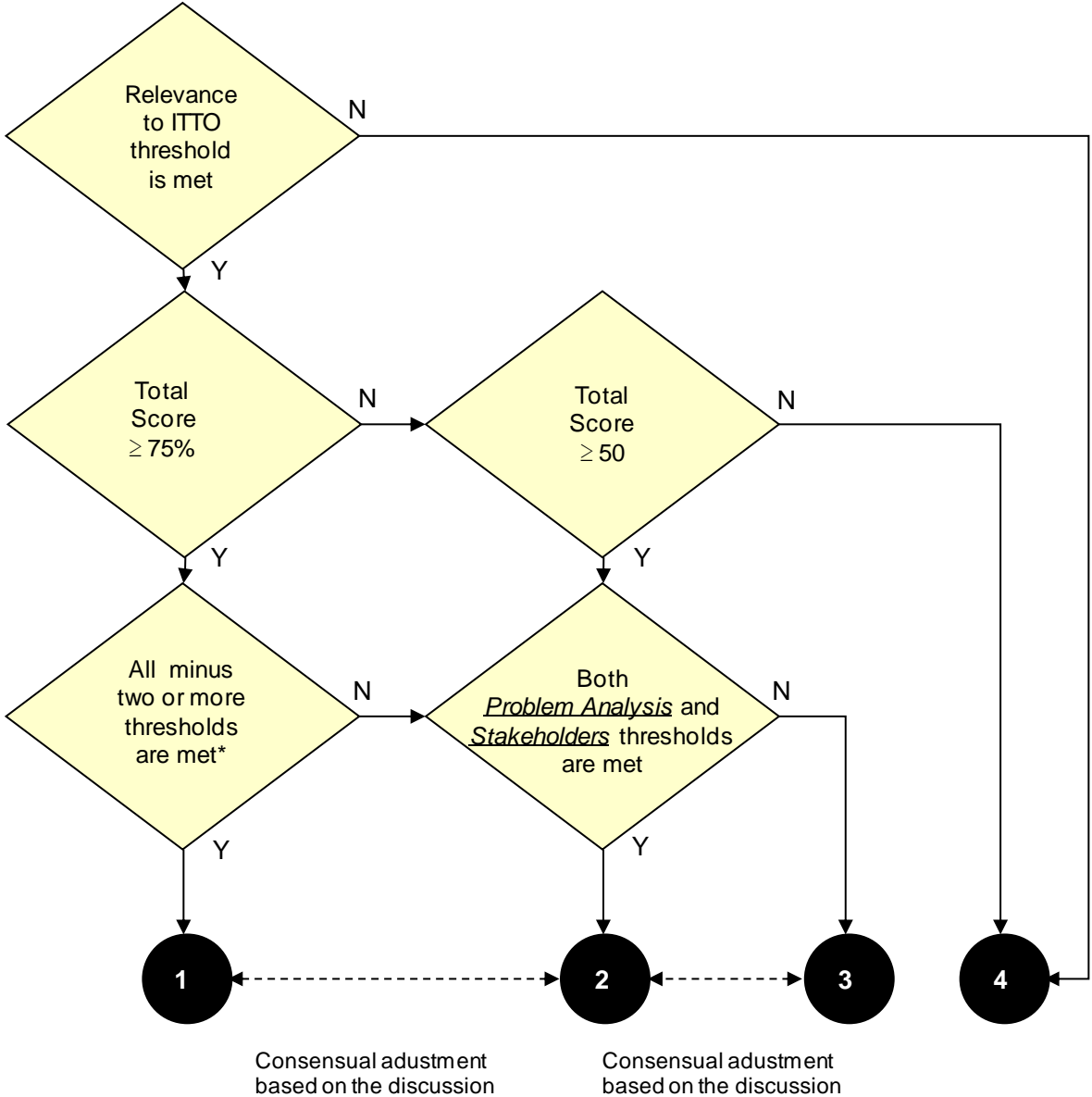
- 0 - Information is completely missing
- 1 - Very poor: some elements are there but the essential ones are missing
- 2 - Poor: essential elements are incomplete, insufficient, wrong or misunderstood
- 3 - Moderate: essential elements are available but unclear or inaccurate
- 4 - Good: clear, accurate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

Rating categories:

Category 1:	The Panel concluded that the proposal could be commended to the Committee with incorporation of amendments.
Category 2:	The Panel concluded that the proposal requires essential modifications and will be returned to the proponent. The Panel will need to assess the revised proposal before it can commend it to the Committee.
Category 4:	The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the Project Proposal. Justification should be given to the proponent and the Committee

Appendix VI
Flow charts for deciding categories in the scoring system

Project Proposals

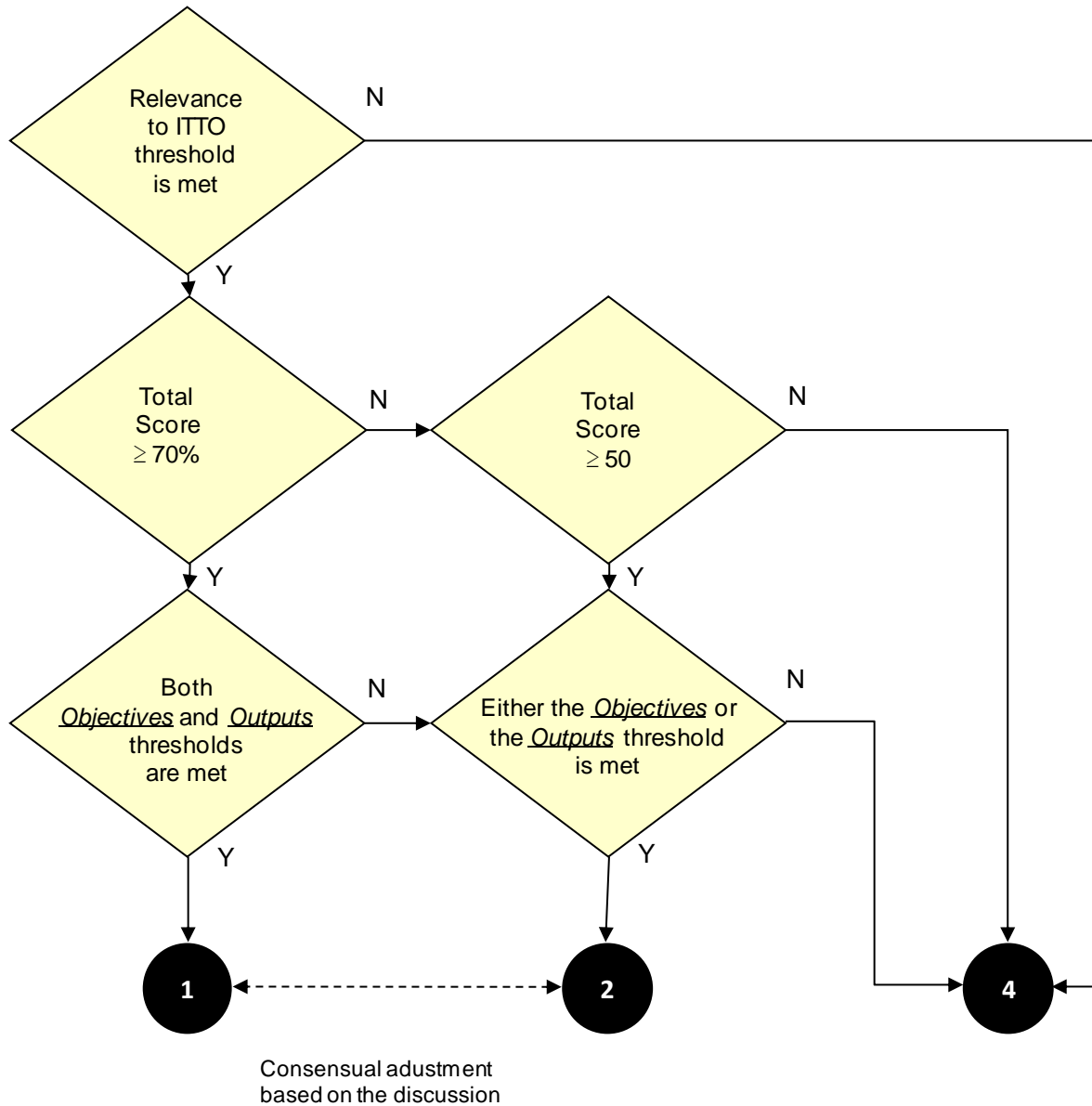


*Thresholds failed cannot be any two among the following three:

- Stakeholder
- Logical Framework
- Sustainability

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

Pre-Project Proposals



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

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

Category 4: The Panel concluded that it could not commend the proposal to the Committee, and submits it to the Committee with the recommendation not to approve the project proposal. Justification should be given to the proponent and the Committee. Proposal not recommended but submitted to the Committee with the recommendation not to approve the project proposal, (a) either because a complete reformulation is necessary, or (b) because it's not relevant to ITTO. Justification should be given to the proponent and the Committee.

Annex

**Assessment, recommendation and conclusion by the Fifty-third Expert Panel on
each Project and Pre-project Proposal**

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the importance of the project proposal to promote sustainable forest management as a competitive land use option in the Northern Region of Costa Rica. The Panel acknowledged that the revised proposal has addressed many of the specific recommendations of the Fifty-second Expert Panel particularly, providing information on the management of permanent sample plots and excluding a study on “Almendra (almond tree) species and its management plan” in order to avoid any duplicated work.

However, the Panel observed that there are still several weaknesses in the design and formulation of the proposal. These include: unclear institutional set-up and organizational issues involved in forest management in the Northern Region of Costa Rica; ambitious work plan to complete all project activities within a two-year time framework; and engagement of several national experts with unspecified TORs.

B) Specific Recommendations

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

1. Briefly describe the relevance of the project to the ITTO Strategic Action Plan for 2013-2018, the ITTO Voluntary Guidelines for the Sustainable Management of Tropical Forests and the ITTO Guidelines on Gender Equality and Women’s Empowerment in Section 1.2.1 (Conformity with ITTO’s objectives and priorities);
2. Provide more information on major institutions such as Forest Management Authority involved in forest management in the Northern Region of Costa Rica, their respective tasks and responsibilities as well as level of their coordination in Section 2.1.1 (Institutional set-up and organizational issues);
3. Clarify the project activity for re-demarcation and measurement of 33 PSPs established by CODEFORSA to ensure the completion of the proposed work within a two-year time framework;
4. Consider extending the project duration to a three-year or thirty-month time framework without increasing ITTO’s budget. Use “quarter” instead of “semester” planning segment in the work plan;
5. Consider reducing the number of national experts in the implementation of project activities. Refine the TORs for the personnel and consultants financed by ITTO by describing their specific tasks. Clarify the requirement of consultants/experts relating to registered with the Society of Agriculture Engineers;
6. Correctly calculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82), and adjust the total ITTO budget accordingly; and
7. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the relevance of the project and acknowledged that efforts had been made to address the comments in the overall assessment and specific recommendations made by the Fifty-first Expert Panel. However, the Panel noted that there were still important weaknesses in many sections and sub-sections of the project proposal intending to contribute to the sustainable management of barwood ecosystems in Côte d'Ivoire through the conservation of the African barwood within the Palee and Boundiali Forest Reserves, in the Bagoue Region, Northern Côte d'Ivoire.

Those weaknesses were noted in the following sections and sub-sections: (1) target sites of the project were still not adequately indicated on three different maps; (2) key assumptions for the Specific Development, Output 1 and Output 2 provided in the Logical Framework Matrix were still weak and only focusing on key assumption dealing with prolonged drought; (3) lack of appropriate impact indicators under the Development Objective, while there were no outcome indicators under the Specific Objective in the Section 2.2; (4) assumptions and risks still not enough elaborated due to the weak column of key assumptions in the Logical Framework Matrix; (5) terms of reference for Master degree and PhD programmes added as annexes with those of consultants; (6) ITTO budget too high and not easy to be assessed due to the lack of explanation for some budget components and sub-components, while keeping in mind that ITTO budget (which is smaller in size compared to other financial donors like World Bank and European Union) is supposed to cover the costs of establishing forest plots for the demonstration purpose and for drawing lessons to be disseminated to stakeholders. Finally, the Panel noted that the ITTO contribution was inadvertently planned to be used for the funding of the Master degree and PhD programmes of students, while the numbering was missing for many components and sub-components in the budget table by source (ITTO and Counterpart contribution).

B) Specific Recommendations

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

1. Improve the maps of the project target area by clearly indicating the project sites on them;
2. Further improve the Logical Framework Matrix by appropriately amending the indicators of the Development Objective and some outcome indicators of the Specific Objective, as well as by adding other appropriate key assumptions for the Specific Objective, Output 1 and Output 2, in relation to the findings of the problem analysis and related problem tree, as well as in relation to the main results of the stakeholders analysis;
3. Add the appropriate impact indicators under the Development Objective and add the appropriate outcome indicators under the Specific Objective in Section 2.2, in relation to the elements of the Logical Framework Matrix;
4. Adjust some parts of the Section 3.2 (implementation approaches and methods) in order to comply with the suggestion of the Panel to focus on the establishment of forest plots for demonstrations with surface area reduced to 100 hectares for each of the two project sites (Palee and Boundiali);
5. Further elaborate the assumptions and risks in the section 3.5 in accordance with the improved Logical Framework Matrix;
6. Keep only the terms of reference of all relevant consultancy and sub-contracting tasks as annexes and delete those regarding the Master degree and PhD programmes (which are supposed to be in consideration within the framework of ITTO Fellowship Programme);
7. Amend the ITTO budget in line with the above overall assessment **and** specific recommendations and also in the following way:
 - a) Add the numbering to each component and sub-component of the budget table by source (ITTO and Counterpart contribution),

- b) Significantly scale down the ITTO budget with the new approach proposed by the Panel regarding the establishment of forest plots for demonstration (100 hectares for the site of Palee and 100 hectares for the site of Boundiali) and drawing lessons. This new approach should lead to significantly reduce the costs for the following budget elements: seedlings production, site preparation work, establishment of forest plantations for demonstration, maintenance of established forest plantations, surveillance against bushfires, establishment of firebreaks, establishment of inter-plots trails, some correlated duty travel costs, and nursery equipment and materials,
 - c) Remove from the ITTO budget and transfer to the Counterpart contribution (Cote d'Ivoire), the costs on the following budget elements: Capacity building (PhD students), Capacity building (Master degree students), Training of SODEFOR staff, and Monitoring Committee costs,
 - d) Recalculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of 12% of the total ITTO project costs (on budget items 10 to 82); and
8. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.
- C) Conclusion

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

PD 842/17 Rev.1 (F)

Exploring Innovative and Appropriate Tenure Conflicts Resolution Model on State Forest for Strengthening Forest Management Unit (*Kesatuan Pengelolaan Hutan/KPH*) in Implementing Sustainable Forest Management (Indonesia)

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the importance of the project proposal to establish effective tenure conflicts resolution systems in achieving sustainable forest management in Indonesia, given the fact that tenure conflicts are occurring in almost all areas of state forests and tenure conflicts resolution has become an important agenda of the current Indonesian policy. The Panel acknowledged that the revised proposal has addressed many of the specific recommendations of the Fifty-second Expert Panel.

However, the Panel observed that there are still several weaknesses in the design and formulation of the proposal. These include: weak presentation of the expected outcomes at project completion; weak identification of indicators in the logical framework matrix; weak risk assessment; weak sustainability assessment in terms of social, intuitional and political aspects; and engagement of many sub-contracts with a significant budget amount in the ITTO budget by component.

B) Specific Recommendations

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

1. Further improve Section 1.4 (Expected outcomes at project completion) by describing on what the key target groups will be doing after project completion as a consequence of the project;
2. Refine the indicators so that they can be used to measure the key achievements of the development and specific objectives. Review the impact indicators listed in the logical framework matrix and under Section 2.2.1 (Development objective and impact indicators) in order to make them consistent;
3. Consider reducing the number of sub-contracts in a concise way and provide TORs for each of the sub-contracts in Annex 3;
4. Further improve Section 3.5.1 (Assumptions and risks) by constructing a table of 3 columns: major assumptions, potential risks and feasible mitigating measures in accordance with the assumptions mentioned in the logical framework matrix;
5. Further improve Section 3.5.2 (Sustainability) by describing the sustainability in terms of social, intuitional and political aspects;
6. Scale down the ITTO budget particularly the costs for sub-contacts while increasing in-kind contributions for sub-contracts from GOI;
7. Correctly calculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82), and adjust the total ITTO budget accordingly; and
8. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the relevance of this project proposal and acknowledged that efforts were made to address the comments in the overall assessment and specific recommendations of the Fifty-second Expert Panel. However, the Panel also recognized the existence of some fundamental problems in many sections and sub-sections of the revised project proposal. The future project would intend to contribute to developing sustainable and competitive forest business models, in a collaborative and adaptive manner, in the Nicoya Peninsula of Costa Rica, with a view to strengthening producer family livelihoods, having an impact on the country's public forest policies and ensuring the flow of legal, competitive and sustainable timber products.

The sections and sub-sections presenting weaknesses are dealing with the following aspects: (1) target project sites still not clearly shown in the map with non-appropriate scale; (2) ITTO objectives not clearly explained in order to check if they were highly correlated to the project; (3) problem tree with its lower part (presenting sub-causes) not consistent with the number of activities listed in other sections and sub-sections, while its upper part was not in compliance with the format recommended in the ITTO manual for project formulation; (4) objective tree reflecting the weakness of the problem tree; (5) lack of consistency regarding the number of sub-causes in the problem tree and the number of activities listed under each output in the work plan; (6) titles of activities in section 3.1.2 too lengthy and not concise; (7) 1-page curricula vitae (CV) for each key project personnel not provided.

B) Specific Recommendations

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

1. Replace the current map with one having an appropriate scale and clearly showing the project target sites;
2. Improve the Section 1.2.1 (conformity with ITTO's objectives and priorities) by clearly explaining each ITTO objective which is considered as being highly correlated to the project;
3. Revise the problem tree and correlated objective tree in order to make their lower part consistent with the list of activities in the section 3.1.2 and also in the Work Plan, as those activities should be consistent with the sub-causes under each of the five causes presented in the problem tree, while making sure to delete three boxes placed at the upper part of the problem tree;
4. Improve the titles of activities in section 3.1.2 by shortening them in a concise way;
5. Add a 1-page CV for each key permanent project personnel (project coordinator, Forest and VC expert), as annexes of the project proposal;
6. Amend the ITTO budget in line with the above overall assessment **and** specific recommendations and also in the following way:
 - a) Amend the ITTO budget by transferring some budget costs from ITTO contribution to the counterpart contribution [project coordinator (budget item 11.1), forest and VC expert (budget item 11.2), and executing agency management costs (budget item 71)],
 - b) Adjust the budget by increasing the component 31 (DSA) and budget component 33 (local transportation), in order to provide means allowing the project coordinator and the forest and VC expert to be operational for the project implementation, based on relevant technical justification to be clearly presented in appropriate sections and sub-sections of the project document,
 - c) Recalculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82); and
7. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized that the project aims to develop and test an effective reforestation financing system that promotes the sustainable management of forest plantations in Costa Rica. The Panel acknowledged the efforts devoted by the proponent to revising the proposal in accordance with the recommendations made during the Fifty-second Panel. However, the Panel noted that two recommendations (#5 and #11) of the Fifty-second Panel were only partially addressed. Most disturbing weakness of the proposal was the problem analysis and its subsequent effects on other sections especially on the presentation of a problem tree and objective tree, and the identification of activities. The Panel further noted that the activities defined under different outputs were not closely linked to both objective and problem trees and that there were too many activities listed under Output 2.

B) Specific Recommendations

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

1. Improve the problem analysis by further describing the causes of the key problem. Improve the consistency between the numbers of sub-causes in the problem tree and those of activities under three Outputs. Three sub-causes for the second causes are listed but there are eight activities listed under Output 2;
2. Improve the indicators of the logical framework matrix. Expected outcomes of some individual activities under each output would be used as indicators of output delivery;
3. Refine the statement of the development objective on Figure 3 (3 top rows of boxes) by taking the form of active sentence like "to increase...". Formulate the indicators more specifically;
4. Justify the origin of listed activities or revisit the problem analysis as many activities had been defined inconsistently. Clarify Activity 3.1 (identify alternative high value-added products...) as the markets would work with existing high value-added products for plantation timber;
5. Further refine Section 3.5.1 by identifying the assumptions, potential risks and feasible mitigating measures;
6. Improve Section 4.2 (Reporting, review, monitoring and evaluation) by specifying the delivery of required reports and monitoring process in line with the guidance of the ITTO Manual for Standard Operating Procedures for Project Cycle;
7. Correctly calculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82), and adjust the total ITTO budget accordingly; and
8. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

Assessment by the Fifty-third Panel

A) Overall Assessment

The importance of this small project was recognized by the Panel for the development of a regional strategy for the restoration and rehabilitation of degraded areas on the southern coast of Peru through a participatory process of identification, demarcation and registration of degraded lands and ecosystems. It was acknowledged that efforts were made to address the comments in the overall assessment and specific recommendations made by the Fifty-second Expert Panel. However, the Panel noted that there was still the need to address some important weaknesses observed in the sections and sub-sections of the project proposal dealing with the following aspects: map of the project area, problem tree missing the key problem and not following the required format, stakeholder analysis table missing; incomplete profile of the executing agency; curriculum vitae (CV) of each key permanent project staff missing. The Panel also noted that there was a mistake in the calculation of the costs regarding the project coordinator in the ITTO budget.

B) Specific Recommendations

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

1. Replace the current maps with one having an appropriate scale and clearly indicating the project target sites;
2. Further elaborate the stakeholders' analysis and add the related table of stakeholders (following the format recommended in the ITTO manual for project formulation) under the stakeholders' analysis;
3. Improve the format of the problem tree and related objective tree, in compliance with the requirements of the ITTO manual for project formulation, while ensuring their mutual consistency, in correlation with the improved problem analysis and related problem tree;
4. Improve the executing agency profile by following the format recommended in the ITTO manual for project formulation, while making sure to add the missing elements (infrastructure and budget for the previous three years);
5. Add a 1-page CV for each key permanent project personnel (project coordinator, Administrator and SFM expert), as annexes of the project proposal;
6. Amend the budgets in line with the above overall assessment **and** specific recommendations and also in the following way:
 - a) Correct the mistake in the calculation of the costs regarding the project coordinator,
 - b) Prepare and add the master budget table (following the format in the ITTO manual for project formulation) which should be the source of budgets by component (by source),
 - c) Recalculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82); and
7. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

PD 859/17 Rev.1 (F) Establishment of a Collaborative Framework through the Creation of a Local Joint Management Body for the Haho-Baloé Reserved Forest in Togo

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the relevance of the project and acknowledged that efforts had been made to address the comments in the overall assessment and specific recommendations made by the Fifty-second Expert Panel. However, the Panel noted that there were still weaknesses in many sections and sub-sections of the revised project intending to contribute to the establishment of a collaborative framework through the creation of a local joint management body for the Haho-Baloe Forest Reserve in Togo. That contribution could be made possible by establishing a climate of trust conducive to some collaboration between local communities and the Togolese agency for forest development and use (ODEF) for the participatory management of Haho-Baloe Forest Reserve.

However, the Panel noted that the revised project proposal still contained a number of weaknesses in the sections and sub-sections dealing with: (1) project brief missing; (2) compliance to ITTO Objectives missing while having added the ITTO priorities in relation to the ITTO Strategic Action Plan for 2013-2018; (3) problem analysis amended while the problem tree (with a key problem still needing improvement) is identical to the one in the previous version of the project document; (4) logical framework matrix not improved and identical to the one in the previous version of the project document (with the second output not clearly correlated to forestry); (5) impact indicators under the development objective and outcome indicators under the specific objective extracted from the logical framework not improved as recommended by the Panel while there was still a need to adequately define both the development objective and specific objective in correlation with the problem analysis and problem tree also needing some improvement; (6) executing agency management costs still budgeted under ITTO contribution.

B) Specific Recommendations

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

1. Add the project brief following the format recommended in the ITTO manual for project formulation;
2. Further improve the Section 1.2.1 (conformity with ITTO's objectives and priorities) by adding the ITTO Objectives referring to the ITTA-2006, and explaining why they are consistent with the project;
3. Redefine in appropriate manner the key problem in correlation with the problem analysis and stakeholders' analysis;
4. Improve the logical framework matrix in relation to the revised problem tree and correlated objective tree;
5. Revise the problem tree and correlated objective tree in relation to the revised problem analysis leading to a redefined key problem and subsequently to a redefined specific objective;
6. Add the right impact indicators under the development objective in Section 2.2.1 and right outcomes indicators under the specific objective in Section 2.2.2, to be extracted from the improved logical framework matrix, in conformity with the guidance of the ITTO manual for project formulation;
7. Amend the ITTO budget in line with the above overall assessment **and** specific recommendations and also in the following way:
 - a) Amend the ITTO budget by transferring from the ITTO contribution to the Counterpart contribution the executing agency management costs (budget item 71),
 - b) Recalculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82); and
8. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the importance of the project for the restoration of degraded forests to alleviate rural community poverty in the proposed project sites. The Panel also acknowledged that the efforts had been made to address the recommendations made by the 52nd Expert Panel. However, the Panel noted that there were still a number of weaknesses in the design and formulation of the proposal particularly weak problem analysis, weak identification of the indicators in the logical framework matrix, and poor presentation of the project budget and insufficient sustainability assessment. In this light, the Panel was of the view that the proposal should be modified and revised so as to incorporate the recommendations detailed below:

B) Specific Recommendations

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

1. Further elaborate the project brief by indicating how the project's results will be sustained after its completion, and the budget amount requested from ITTO and the contribution of the Executing Agency;
2. Further improve the problem analysis by refining the key problem to be addressed by the project and identifying immediate causes and sub-causes of the refined key problem; provide a revised problem tree based on the refinements;
3. Improve the logical framework matrix in correlation with the refined problem analysis while ensuring the identification of measurable indicators; impact indicators to measure the achievement of the development objective should be identified in a longer time framework (e.g. three or five years later after project completion) rather than at the end of project completion;
4. Amend the project budget in the following way:
 - a) Add Executing Agency budget amount in table 3.4.1 (Master budget) and improve the budget component numbering in a consistent way in all budget related tables 3.4.1 - 3.4.4. The budget number for building nurseries should be consistent in all budget tables
 - b) Substantially scale down the ITTO budget provision for building nurseries (item 51) and present it under the budget item 40 (Capital item) by listing relevant equipment rather than listing it under the budget item 50 (Consumable items)
 - c) Adjust the costs for ITTO Monitoring and Review to US\$7,000 per year
 - d) Adjust the costs for ITTO ex-post evaluation to US\$15,000 from US\$9,800 for ITTO final evaluation
 - e) Recalculate the ITTO Programme Support Costs with 12% of the total ITTO project costs (on the budget items 10 to 82)
5. Further improve the sustainability assessment by including the issue of technical sustainability; and
6. Include an annex that shows the recommendations of the 53rd Expert Panel and the respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

PD 866/18 (F)

Multiplying Selected Stands of Ghana's Heavily Threatened High-Value Hardwood Species On Degraded PAPASE High Forest Zone Lands Through Sustainable Small-Farmer Reforestation Actions

Assessment by the Fifty-third Panel

A) Overall Assessment

The importance of this small project was acknowledged by the Panel for its goal to develop a strategy to promote small-farmer-reforestation programmes involving popular mixed indigenous high-value tropical timber in degraded lands of Dodi-Papase high forest zone located in the Ghana's Volta Region.

However, the Panel noted that the project proposal contained a number of weaknesses in the sections and sub-sections dealing with: (1) reference to the ITTO objectives not clearly explained as well as the relevance to ITTO priorities linked to the Strategic Action Plan for 2013-2018; (2) project geographic area not adequately described while the map of the target area was not readable; (3) social aspects not taking into account the ITTO guidelines on gender equality and empowering women while the environmental aspects did not take into account the guidelines for environmental and social risk impact in ITTO projects; (4) expected outcomes not appropriately formulated in relation to the specific objective; (5) stakeholder analysis table not following the format in the ITTO manual for project formulation and the stakeholder analysis missing the opinion (positive and negative) of main stakeholders; (6) problem analysis not enough elaborated, while the problem tree was not mirrored in the objective tree; (7) development objective and specific objective not formulated as required in the ITTO manual for project formulation; (8) logical framework matrix not required for a small project; (9) Outputs not consistent with the causes of the key problem in the problem tree, as well as activities listed under each output not consistent with the sub-causes presented in the problem tree; (8) master budget table prepared with activities not deriving from the sub-causes presented in the problem tree and subsequently raising question about the relevance of budgets by component; (9) profile of the executing agency missing information on infrastructure and budget for the three previous years; (10) confusion due to two organizational charts presented in Part 4.

B) Specific Recommendations

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

1. Improve the section dealing with the target project area and replace the current maps with one having an appropriate scale and clearly indicating the project target sites;
2. Improve the Section 1.2.1 (conformity with ITTO's objectives and priorities) by referring to the ITTO Strategic Action Plan for 2013-2018 while focusing on selected objectives and priorities which are highly linked to the project;
3. Further elaborate the section on the project target area while making sure that social aspects are taking into account the ITTO guidelines on gender equality and empowering women while the environmental aspects are taking into account the guidelines for environmental and social risk impact in ITTO projects;
4. Further elaborate the stakeholders' analysis and add the related table of stakeholders following the format recommended in the ITTO manual for project formulation;
5. Rewrite the whole section of the expected outcomes (Chapter 1.4) because the expected outcomes are not project outputs but the situation to be expected from the achievement of specific objective. Therefore, expected outcomes should be specific and include changes that will take place in the project target area if it is successfully implemented;
6. Refine in appropriate manner the problem analysis and prepare a problem tree reflecting the problem analysis and make sure to get the problem tree adequately mirrored in the objective tree;
7. Delete the logical framework matrix which is not required for small project;
8. Subsequent to the refining of the problem analysis, problem tree and objective tree, the development objective and specific objective should be redefined in compliance with the requirements of the ITTO manual for project formulation;

9. Improve the profile of the executing agency by adding the missing information on infrastructure and budget for the previous three years;
10. Keep one organizational chart and improve it in compliance with the requirements of the ITTO manual for project formulation;
11. Amend the ITTO budget in line with the above overall assessment and specific recommendations and also in the following way:
 - a) Prepare a new master budget table with activities to be derived from the refined problem analysis, problem tree and objective tree and it should be the source of readjusted budgets by component, as required in the ITTO manual for project formulation,
 - b) Amend the ITTO budget by transferring from ITTO contribution to the counterpart contribution the executing agency management costs (budget item 71),
 - c) Delete in the ITTO budget the standard rate of US\$15,000 for ex-post evaluation costs which is not required for a small project,
 - d) Recalculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82); and
12. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

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

PD 868/18 (F)

Improving Local Governance for Landscape Restoration in the San Alejandro River Subwatershed, Padre Abad Province, Department of Ucayali, Peru

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the importance of this project intending to contribute to biodiversity conservation and landscape restoration while improving the livelihoods of the indigenous population settled in the San Alejandro River sub-watershed, Padre Abad Province, Department of Ucayali, Peru. The Panel also acknowledged that the proposal is part of Peru's commitment to restore 3.2 million ha of degraded areas by 2020 under the 20X20 Initiative and it has been built on the findings and recommendations of the workshop for restoration opportunities assessment methodology (ROAM) which was organized in May 2017 by IUCN and ICRAF.

Overall, the Panel noted that the project proposal has been well formulated in line with the ITTO Manual for Project Formulation through good stakeholder and problem analyses. However, the Panel noted that further improvements are needed to enhance the design and formulation of the proposal. The weakness of the proposal include: weak presentation of the expected outcomes at project completion; quite ambitious impact and outcome indicators in the logical framework matrix; and a relatively high proportion of the project personnel costs in the ITTO budget by component.

B) Specific Recommendations

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

1. Provide a more detailed map showing the project sites;
2. Further describe the relevance of the project to the ITTO/CBD Collaborative Initiative for Tropical Forest Biodiversity. Add a brief description on the project's relevance to the ITTO Guidelines on Gender Equality and Women's Empowerment in Section 1.2.1 (Conformity with ITTO's objectives and priorities);
3. Improve Section 1.4 (Expected outcomes at project completion) by describing what benefits to the targeted local communities the project will bring about;
4. Improve the logical framework matrix by refining the indicators in a realistic way as they are quite ambitious (e.g. conservation of 85,000 ha in the impact indicator and watershed management of 215,425 ha in the outcome indicator);
5. Further specify professionals who will be responsible for the implementation of each project activity in the work plan;
6. Amend the ITTO budget in the following way:
 - a) Scale down the project personnel costs by securing some of the costs from the Executing Agency
 - b) Clarify the incentives for other labour (seedling production, forest enrichment, and rehabilitation)
 - c) Justify the purchase of vehicles (truck, boat)
 - d) Specify the sundry (budget item 61) of the ITTO budget by component in line with the presentation made for relevant activities in the master budget (table 3.4.1)
 - e) Recalculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82), and adjust the total ITTO budget accordingly; and
7. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

PD 869/18 (F)

Developing Decision Support System for Private Forest Governance in Java (Indonesia)

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the importance of the project for enhancing the achievement of sustainable management of private forests through integrating and updating the database management system of private forests in Java. The Panel noted that updating data and information about the distribution of private forests in Java can be beneficial to improving the governance and management of Java's private forests.

However, the Panel noted that there were a number of significant weaknesses in many sections and sub-sections of the proposal, especially the formulation of the outputs and activities, project budget, and implementation arrangements.

Nevertheless, the Panel acknowledged the potential of the project and encouraged the proponent to reformulate the proposal by taking into the account the above comments. The Panel furthermore suggested the proponent to more carefully reformulate the proposal in accordance with the ITTO Manual for Project Formulation and to edit English language to improve its readability.

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposal to the Committee because a complete reformulation of the project proposal is necessary.

PD 871/18 (F)

Revitalizing System and Technique for Watershed Monitoring in Indonesia

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel acknowledged the importance of the project proposal that could contribute to providing various environmental services such as water availability, land productivity, socio-economic welfare through the improvement of watershed monitoring systems. The Panel also noted the relevance of the project proposal to promoting forest-based livelihood activities.

However, the Panel recognized some fundamental problems in sections and sub-sections of the project proposal. The noted weaknesses were dealing with the following aspects: insufficient conformity with ITTO's objectives and priorities, and activities not closely related to forests or forestry.

In this light, the Panel strongly recommended that the proposal should be modified and revised so as to incorporate the recommendation detailed as below.

B) Specific Recommendations

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

1. Rewrite and improve the whole sections because the proposal just focuses on watershed monitoring or management without clearly linking to the forests and forest related activities in the project target area. Therefore, the proposal should be specific to forests and describe the issues of forest policy and management, governance and coordination with stakeholders;
2. Revise the Section 1.2.1 (conformity with ITTO's objectives, action plan and priorities) by mentioning relevant ITTO's objectives and priorities and explaining how the project could contribute to them;
3. Amend the social, cultural, economic and environmental aspects of the project target area by elaborating and adding the information on forests in separate sub-sections under Section 1.3.2;
4. Further improve the problem tree and related objective tree by appropriately adding arrows indicating the vertical (cause-effect) logic of the problem analysis;
5. Reformulate the specific objective;
6. Review the measurable indicators for the development and specific objectives;
7. Further describe the specific roles and responsibilities of the Ministry of Environment and Forestry as well as other stakeholders and elaborate on how to coordinate between key institutions; and
8. Include an annex which shows the overall assessment and recommendations of the 53rd Panel and the respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

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

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the relevance of this small project intending to promote the reforestation of savanna wood lands located in Apeguso-Frankadua in the Eastern Region of Ghana, with the involvement of selected groups of women.

As general comment, the Panel noted that there were important weaknesses in all project sections and sub-sections, which are considered as critical for an ITTO project: stakeholder analysis, problem analysis and related problem tree and objective tree, logical framework matrix, budget, assumptions, risks and sustainability. The quality of the proposal was so poor that it was not possible to revise but get it completely reformulated under the guidance of Ghanaian institutions familiar with ITTO projects, such as Ghana Forestry Commission (GFC) and Forestry Research Institute of Ghana (FORIG).

Given the above-mentioned comments, the Panel was of the view that this small project required a complete reformulation in compliance with the requirements of the ITTO manual for project formulation. Therefore, this gender-oriented small project proposal should not continue in the ITTO regular project cycle.

B) Conclusion

Category 4: It was the view of the Panel that the small project proposal PD 872/18 (F) should be sent back to the proponent for a complete reformulation under the supervision of GFC and/or FORIG.

PD 873/18 (F)

Integrated Management of Natural Resources and Biodiversity in the Tacaná Volcano and its Area of Influence in Mexico and Guatemala – Phase II (Guatemala)

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized that the project proposal has been built on the findings and recommendations of the completed project PD 668/12 Rev. 2 (F) which had been implemented by INAB, CONAFOR, CONAP, CONANP with the technical support of HELVETAS. The Panel acknowledged the importance of developing mechanisms that strengthen governance and consolidate successful initiatives for the conservation, restoration, sustainable management of forests, biodiversity and ecosystem services of Tacana Volcano and its area of influence in Mexico and Guatemala. The panel also felt that this second phase project would facilitate the replication and extension of the scope of the pilot economic development and forest management activities executed during the first phase. The Panel welcomed this transboundary cooperation between Mexico and Guatemala and looked forward to similar transboundary conservation projects to conserve wildlife while seeking to improve the livelihoods of forest communities through mutual cooperation between neighboring countries.

Overall, the Panel noted that the project proposal has been well written in line with the ITTO Manual for Project Formulation through good stakeholder and problem analyses. However, the Panel noted that further improvements are needed to enhance the design and formulation of the proposal. The weakness of the proposal include: inconsistent definition of activities with the objective and problem trees that carried over to subsequent sections; inconsistent assumptions listed in the logical framework matrix with those in Section 3.5.1; weak presentation of the project management team with lack of clarity on the organizational structure; and weak presentation of the sustainability. With regard to the project budget, the Panel felt that the ITTO budget by component should be separated for two parts: one for Guatemala and the other for the effective implementation of joint activities.

B) Specific Recommendations

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

1. Specify the name of the Executing Agency on the cover page of the proposal;
2. Provide information on the response of the stakeholders to the project's objectives in Section 2.1.2 (Stakeholder analysis);
3. Improve the logical framework matrix by refining the indicators in a SMART (specific, measurable, appropriate, realistic and time-bound) way;
4. Review why the number of activities under Outputs 1, 3 and 4 which did not match with the number of sub-causes in the problem tree. Make sure that the activities listed under each Output are consistent with the sub-causes in the problem trees;
5. Use "quarter" instead of "month" planning segment in the work plan;
6. Improve Section 3.5.1 (Assumptions and risks) by assessing the assumptions in consistency with those listed in the logical framework matrix;
7. Clarify source(s) of funds to implement particular activities after project completion in Section 3.5.2 (Sustainability);
8. Clarify the position of project leader, project secretary and project finance staff in the organizational chart;
9. Improve Section 4.1.2 by listing more professional members of project management team and provide their TORs;
10. Re-label Section (Project steering committee) as 4.1.3 and Section (Stakeholder involvement mechanisms) as 4.1.4;
11. Shorten the annexes by keeping only essential information in line with the requirements of the ITTO Manual for Project Formulation;

12. Amend the ITTO budget in the following way:
 - a) Exclude the Executing Agency Management Cost in the ITTO budget by component (table 3.4.3). Make sure that the activities listed in the master budget were the right ones.
 - b) Prepare two separate tables for ITTO budget by component. One for the Guatemalan component and the other for Mexican component.
 - c) Recalculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82), and adjust the total ITTO budget accordingly; and
13. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

PD 875/18 (F)

Fighting Ecosystem Deforestation in Mexico's Caribbean Coast

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized that the project aims to discourage illegal land use changes in Mexico's Caribbean coast through the monitoring of land use changes, integrated forest fire management and promotion of improved agriculture technology.

However, the Panel noted that the proposal has been poorly formulated which makes it difficult to understand and assess. The Panel observed that baseline information on the current situation of the proposed project site was missing although the proposal is seeking more than US\$1.2 million from ITTO. The Panel questioned about the relevance of the proposal with ITTO's objectives and priorities in relation to the proposed activities such as monitoring and reporting of general land use changes and use of agriculture technology.

The Panel furthermore noted that there were some fundamental weaknesses in the design and formulation of the proposal. These weaknesses include: very poor presentation of Section 1.3 (Target area) without sufficient information on social, cultural, economic and environmental aspects as well as a map for the project sites; no evidence of a close linkage between the EA and government agencies such as CONAFOR, and unclear presentation of the campaign activities in Section 2.1.1 (Instructional set-up and organizational issues); poor presentation of the stakeholder analysis without clearly clarifying the views and interests of key stakeholders; weak problem analysis without elaboration of the key problem identified and its causes and effects in addition to a problem tree; unclear relevance of the key problem and its causes relating to unplanned urban growth and agriculture encroachment in the context of ITTO's objectives; weak presentation of the logical framework matrix with some outputs which would be presented as an activity and lack of measurable indicators; very broad project objective; insufficient budget presentation not following the ITTO standard format with limited information on the counterpart's contributions; weak risk assessment; unclear stakeholder involvement mechanisms; weak presentation of mainstreaming of project learning; and very limited information on the tasks and responsibilities of key experts provided by the EA. With regard to the sustainability after project intervention, the Panel was not convinced as there were no clear strategies on how to sustain project results.

Given the above mentioned comments, the Panel was of the view that all essential components of an ITTO project were not appropriately elaborated by the proponent, making it impossible to consider this proposal in the ITTO project cycle. A completely new project proposal clearly focusing on ITTO's objectives and priorities can be submitted. The formulation of such a new project proposal should follow the requirements specified in the ITTO Manual for Project Formulation.

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposal to the Committee because a complete reformulation of the project proposal is necessary.

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized that the project is aiming at encouraging tree growing in pasturelands as a basic element to promote sustainable development based on livestock production through the establishment of productive woodlands and the regeneration of tropical forests in Los Tuxtlas Range Region in the Gulf of Mexico. The Panel also recognized that the proposal had been originated from the implementation of ITTO project RED-PD 045/11 Rev.2 (M).

However, the Panel noted that there were a number of weaknesses in the design and formulation of the proposal. These weaknesses include: unclear statement of the key problem; weak presentation of the specific objective; unmeasurable indicators to assess the achievement of the development and specific objectives; weak presentation of the work plan; and unsound presentation of some budget items. The Panel furthermore questioned the expertise of the EA in planting in pasturelands and is concerned about the sustainability after project completion. In this light, the Panel was of the view that the proposal should be modified and revised so as to incorporate the recommendations detailed as below.

B) Specific Recommendations

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

1. Add the proposal's conformity with the priorities specified in the ITTO Strategic Action Plan 2016-2018 in Section 1.2.1 (Conformity with ITTO's objectives and priorities);
2. Provide a clear statement of the key problem to be addressed by the project and its causes and effects;
3. Present the development and specific objectives in a concise way based on the refined key problem;
4. Provide measurable impact indicators for the development and specific objectives;
5. Refine the implementation of project activities in the work plan in a more realistic way as Activities 1.1 (Description of interactions) and 2.1 (classification of types of pastures) which would not take more than 15 months. The implementation of such Activities could be completed less than 12 month;
6. Provide TORs for each of two national experts to be funded by ITTO. Consider scaling down the engagement of national experts while increasing support for fellowships;
7. Justify the unit cost for labour (budget item 12.3 - US\$500 per day) and DSA for field work (budget item 31 - US\$600 per day);
8. Provide some information on the kinds of expertise the EA (INECOL) can provide for plantations in pasturelands in Annex 1 (Profile of the Executing Agency); and
9. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

PD 877/18 (F)

Taper and Commercial Volume Systems for the Planning of the Sustainable Management of Ten Tropical Forest Species in Quintana Roo, Mexico

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the importance of the project for improving the reliability of the current volume equations, which were formulated more than 40 years ago, in the estimation of timber stocks of commercial forest species in the state of Quintana Roo. It also acknowledged sound implementation approaches and methods for revising the volume equations.

However, the Panel noted a number of weaknesses in the design and formulation of the proposal. These weaknesses include unsound identification of the key problem to be addressed by the project; insufficient stakeholders' analysis; lack of measurable indicators for the achievements of the development and specific objectives; unsound presentation of six outputs; and poor presentation of the project budget. In light of this, the Panel was of the view that the proposal should be modified and revised so as to incorporate the recommendations detailed as below:

B) Specific Recommendations

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

1. Provide a project brief that clearly sets out the key messages of the proposal such as the problem to be addressed by the project, the development and specific objectives, the participation of key stakeholders, and the sustainability after project completion;
2. Provide a table of contents based on the standard presentation specified in the ITTO Manual for Project Formulation;
3. Elaborate how the proposal is related to the priorities set out in the ITTO Strategic Action Plan 2013-2018;
4. Provide a better map showing the project site;
5. Provide more information on the pre-identified 10 timber species for the revision of the volume equations in Section 1.3.2 (Environmental aspects);
6. Improve Section 2.1 (Stakeholder analysis) by providing a stakeholder analysis table specifying primary, secondary and tertiary stakeholders following the guidance provided in the ITTO Manual for Project Formulation;
7. Improve the problem analysis by redefining the key problem to be addressed by the project. For instance, the key problem would be related to the lack of reliability of the current volume equations in the estimation of timber stocks of commercial forest species in the state of Quintana Roo; Provide more elaboration of the importance of revising the volume equations in connection with log tracking systems in Mexico;
8. Identify impact indicators for the development objective and outcome indicators for the specific objectives;
9. Improve the presentation of Outputs (Section 3.1) in a concise way. They would be reduced to three from six in response to the three immediate causes of the problem tree;
10. Improve Section 3.2 (Activities and inputs) by listing relevant activities under each output. Rework the work plan based on the refined project outputs and activities. Re-label Section 3.3 (Work Plan) as 3.4 and Section 3.4 (Budget) as 3.5;
11. Include the costs for ITTO Monitoring and Review (US\$10,000) in Tables 4 and 5. Correct the total amounts for year 1 and year 2 under ITTO in Table 4 (Consolidated budget by component);
12. Recalculate the ITTO program support costs with 12 % of the total ITTO project costs;
13. Refine the budget tables 4, 5 and 6 in Section 3.4 (Budget) by presenting all budget item numbers in a consistent way in line with the standard presentation provided in the ITTO Manual for Project Formulation;

14. Provide information on type of delivering reports and their reporting time in Section 4.3 (Monitoring and reporting); and
15. Include an annex that shows the recommendations of the 53rd Expert Panel and the respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

PD 880/18 (F)

Demonstrate the Development of Relationships between Tree Growth and Climate Variability and Topographical Factors in Thailand's Natural Forests to Support Sustainable Forest Management in Thailand: Phase I

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel noted this project proposal's intent to demonstrate the development of relationships between tree growth and climate variability and topographic factors in natural forests to support sustainable forest management in Thailand.

However, the Panel expressed concerns on how much this research-oriented project proposal can contribute to supporting SFM of natural forests in Thailand. The Panel noted that there was a need for improvement in additional scientific explanations on environmental factors related to tree growth. The Panel further noted that the project proposal should be further improved in some sections and sub-sections and suggested the specific recommendations mentioned below for that purpose.

B) Specific Recommendations

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

1. Improve the conformity with ITTO's objectives and priorities by adding an appropriate explanation in relationship to SFM policies in Thailand;
2. Improve the problem analysis for the appropriate revision by considering how the research on natural forests is related to SFM planning. Reformulate the key problem in a realistic manner;
3. Clearly describe the expected outcomes in relation to solving the key problem;
4. Revise the logical framework matrix especially the specific objective and outcome indicators (Section 2.2.2) based on the refined key problem;
5. Describe and further elaborate how to develop relationships between climate variability and tree growth and topographical factors, and how the findings will be applied to improve SFM in Thailand;
6. Consider the involvement of forest industry and stakeholders by adding their representatives to the project steering committee;
7. Further describe the project partners by elaborating their roles and responsibilities in the implementation of the project (Section 4.1.1);
8. Include detailed terms of references of all project personnel involved in carrying out project activities to achieve the expected outputs;
9. Clearly specify all sources of funding, including the Kasetsart University. Explain the need to hire the project manager for only 160 days when the project's duration is of 36 months;
10. Scale down the budget item 10, project personnel as the executing agency is filled with relevant experts. Include these in the executing agency's budget. Clearly specify its input units and related unit costs;
11. Include an annex which shows the overall assessment and recommendations of the 53rd Panel and the respective modifications in tabular form. Modifications should also be highlighted (bold and underline) in the text.

C) Conclusion

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

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the relevance of the project intending to promote the gender mainstreaming in the development of actions to control deforestation and forest degradation in three Congo Basin countries (Cameroon, Central African Republic and Democratic Republic of the Congo).

Most of the sections and sub-sections of the project proposal were well written and following the structure or format required in the ITTO manual for project formulation. However, the Panel noted that there was a need for improvement in the following sections and sub-sections: (1) map not easy to read; (2) problem tree and related objective tree with a lower part of transversal sub-causes not required in the ITTO manual for project formulation; (3) logical framework matrix with the indicators of the development objective not appropriately elaborated; (4) Output 0 and associated activities not consistent with the problem tree and correlated objective tree; (5) work plan with rows detailed at the level of sub-activities for each activity; (6) letters of endorsement of two cooperating governments (Central African Republic and Democratic Republic of the Congo) missing for a transboundary project; (7) high share of project personnel costs compared to the total amount to be transferred to the executing agency threatening the project sustainability; (8) no terms of reference for consultants, workshops and meetings.

B) Specific Recommendations

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

1. Add to the current map of the target project areas in three countries, the map for each country having an appropriate scale and clearly indicating the project sites;
2. Amend the problem tree and objective tree by deleting the lower part (with transversal sub-causes) in order to comply with the format in the ITTO manual for project formulation;
3. Improve the logical framework matrix by changing the impact indicators for the 500 hectares with the following one *“By 2021, women contribute to reforestation activities in an active way and the perception about women’s role in managing deforestation and degradation changes”*;
4. Delete the Output 0 and associated activities in the section 3.1.2, as those activities are supposed to be administrative actions to be taken by the executing agency for the inception of the project implementation;
5. Adjust the work plan table by keeping only one row per activity as required in the ITTO manual for project formulation;
6. Add the letters of endorsement of two cooperating governments (Central African Republic and Democratic Republic of the Congo), which are required for a transboundary project, as annexes;
7. Add the terms of reference for consultants, workshops and meetings, as annexes;
8. Amend the ITTO budget in line with the above overall assessment **and** specific recommendations and also in the following way:
 - a) Replace the current table of budget by activity and components with a master budget table following the format in the ITTO manual for project formulation,
 - b) Replace the yearly budget by source (ITTO and Counterpart contribution) with the tables of budget by component (ITTO and Counterpart contribution) detailed at the level of sub-components as done for the consolidated budget by components, while following the format in the ITTO manual for project formulation,
 - c) Adjust the ITTO budget by reducing by half the costs of the project personnel, in order to reduce threat on the project sustainability,
 - d) Recalculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82); and

9. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the relevance of this project intending to contribute to strengthen the mangrove conservation and reduce the mangrove degradation while assisting local communities in improving their livelihoods in the coastal area of Cameroon.

The Panel was reminded that this project proposal, which was supposed to be the continuation of the first phase project PD 492/07 Rev.3 (F), should have capitalized the outcomes and findings of the first phase project, as well as the findings of other initiatives (FAO, CWCS) on mangroves implemented in the same target project area. This should contribute to avoid a duplication of achievements and allow the second phase to focus on a newly identified problem not addressed by the first phase and by other initiatives yet. Therefore a stakeholder analysis correlated to a newly identified problem analysis should be undertaken in the target project area for the reformulation of a new project proposal.

Given the abovementioned comments, the Panel was of the view that this mangrove-related project required a complete reformulation based on the capitalization of the findings and outcomes of the first phase, while taking also into account those of other mangrove-related initiatives implemented in the project target area. Therefore, this mangrove-related project proposal should not continue in the ITTO regular project cycle.

B) Conclusion

Category 4: It was the view of the Panel that the project proposal PD 882/18 (F) should be sent back to the proponent for a complete reformulation based on the above overall assessment while making sure to capitalize the achievement of the first phase PD 492/07 Rev.3 (F).

PD 883/18 (F)

Production of Teak Clonal Varieties in Benin

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the relevance of the project intending to address the need for improved forest seedlings of high quality of Teak for reforestation activities in Benin under the supervision of the National Timber Board (ONAB) of Benin. The Panel was informed that Teak seedlings are the ones most used in Benin for the implementation of reforestation activities.

However, the Panel noted that the project proposal contained a number of weaknesses in the following sections and sub-sections: (1) some abbreviations and acronyms not explained for a better understanding of some sections or sub-sections; (2) the section on social, cultural; economic and environmental aspects of the project target not enough elaborated and not taking into account the ITTO policy guidelines on gender equality and empowering women (GEEW) and the guidelines for environmental and social risk impact assessment (ESIA); (3) expected outcomes not adequately elaborated in correlation with the outcome indicators of the specific objective; (4) logical framework matrix with indicators of the development objective too ambitious for this 3-year project regarding the possibility of getting genetically improved material for the production of seedlings of high quality during the project duration, while the indicators of the specific objective were not adequately elaborated; (5) lack of consistency between the number of activities listed under Output 1 and its correlated cause and sub-causes in the problem tree; (6) the section on the project implementation approaches and methods not explaining how three year could be enough to get genetically improved material for the production of forest seedlings of high quality, while not providing the justification to purchase some capital goods (vehicle, motorbikes, etc.); (7) work plan using some activities under Output 1 not consistent with the correlated sub-causes in the problem tree; (8) master budget table based on some activities not consistent with the correlated elements of the problem tree; (9) reference to the ITTO Action Plan for 2008-2011 instead of the current one for the period 2013-2018.

B) Specific Recommendations

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

1. Improve the list of abbreviations and acronyms by explaining all those used in the project proposal document;
2. Improve the Section 1.2.1 (conformity with ITTO's objectives and priorities) by referring to the ITTO's priorities linked to the ITTO Strategic Action Plan for the period 2013-2018;
3. Revise the social, cultural, economic and environmental aspects of the project target area by elaborating these aspects in separate sub-sections under the Section 1.3.2 while making sure to take into account the ITTO policy guidelines on gender equality and empowering women (GEEW) and the guidelines for environmental and social risk impact assessment (ESIA);
4. Revise the expected outcomes at project completion in correlation with the outcomes indicators of the specific objective;
5. Reassess the problem analysis, problem tree and related objective tree, in order to ensure the consistency of sub-causes and activities for the project implementation;
6. Improve the logical framework matrix in correlation with the improved problem tree and objective tree, while complying with the requirements provided in the ITTO manual for project formulation;
7. Revise the problem tree and related objective tree in correlation with the reassessed problem analysis while making sure to follow the format recommended in the ITTO manual for project formulation;
8. Improve the section dealing with the project implementation approaches and methods with relevant information justifying the duration for getting genetically improved materials for the production of forest seedlings of high quality, as well as justifying the purchasing of capital goods required for the implementation of this project;

9. Adjust the work plan in correlation with the reassessed problem tree and related objective tree in order to ensure the consistency between the sub-causes and activities required for a successful project implementation;
10. Amend the ITTO budget in line with the above overall assessment **and** specific recommendations and also in the following way:
 - a) Adjust the master budget table with activities to be derived from the reassessed problem tree and objective tree, for the subsequent adjustment of budgets by component,
 - b) Adjust the budget item 81 to the standard rate of US\$10,000.00 per year for the monitoring and review costs (US\$30,000 for 3 years) and the budget item 82 to the standard rate of US\$15,000 for ex-post evaluation costs,
 - c) Recalculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82); and
11. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

PD 884/18 (F)

**Pilot Sustainable Management Systems for Secondary Natural Forests
in the Collective Afro-descendant Community Territory of the Bajo
Calima Community Council, Municipality of Buenaventura, Colombia**

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the importance of the project proposal to improve the sustainable management of natural secondary forests and collective lands in Bajo Calima territory of Colombia as a follow-up action to the recommendations of the completed project PD 415/06 Rev. 2 (M). The Panel acknowledged that the specific objective of the project, to launch a participatory process with a gender focus involving the establishment of a 100 hectare pilot area under sustainable management, has been well translated into the outputs and activities of the project through good stakeholders and problem analyses.

However, the Panel observed several weaknesses in the design and formulation of the proposal. These include: insufficient information on institutional set up (Section 2.1.1); weak presentation of the logical framework matrix as regards the definition of indicators (Section 2.1.4); and sustainability aspect (Section 3.5.2) that require enhancement in accordance with the ITTO Manual for project formulation.

B) Specific Recommendations

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

1. Briefly describe the relevance of the project to the ITTO Voluntary Guidelines for the Sustainable Management of Tropical Forests and to the ITTO Guidelines on Gender Equality and Women's Empowerment in Section 1.2.1 (Conformity with ITTO's objectives and priorities);
2. Provide information on major institutions involved in forest management in Bajo Calima, directly or indirectly, their respective tasks and responsibilities as well as the level of their communication and coordination in Section 2.1.1 (Institutional set-up and organizational issues);
3. Provide information on the response of the stakeholders to the project's objectives in Section 2.1.2 (Stakeholder analysis);
4. Improve the logical framework matrix by refining the indicators of the development objective to measure 3-5 years after project completion;
5. Include Activity 3.5 "to develop sound analytical methods". Use an active statement for all activities, i.e., starting with "to";
6. Include responsible parties for the implementation of each activity in the work plan;
7. Improve Section 3.5.1 (Assumptions and risks) by constructing a table of 3 columns: major assumptions, potential risks and feasible mitigating measures in accordance with the assumptions mentioned in the logical framework matrix;
8. Enhance Section 3.5.2 (Sustainability) by stating clearly what activities to be continued after project completion and sources of needed resources to implement the activities;
9. Improve the PSC structure in Section 4.1.3 (Project steering committee) by elaborating the primary role of the PSC and showing the position of the project leader in the organizational chart;
10. Improve Section 4.2 (Reporting, review, monitoring and evaluation) by closely following the ITTO Manual for Standard Operating Procedures for Project Cycle;
11. Improve Section 4.3 (Mainstreaming project learning) by describing how project results will be mainstreamed into national policies;
12. Justify the purchase of vehicles. Correctly calculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82), and adjust the total ITTO budget accordingly; and

13. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

PD 885/18 (F)

Finding and Report of Typical Cases on the Conversion of Planted Tropical Forest to Natural Tropical Forest (Secondary Tropical Forest) in Hainan Province, China

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized that efforts had been made to formulate a small scale project proposal with an intention to conduct a research on the transition from planted tropical forests to natural tropical forests in Hainan Province, China in line with Hainan Province's ecology initiative.

However, the Panel noted that the proposal has been poorly formulated with unclear English which makes it difficult to understand and assess. The identification of the key problem to be addressed by the project and the specific objective was unclear. The Panel questioned about the real meaning of the proposal's objective aiming at the conversion of planted tropical forests to natural tropical forests. The Panel further noted that there were some fundamental problems and several weaknesses in the design and formulation of the proposal. These weaknesses include: no elaboration of the proposal's conformity with ITTO's objectives and priorities apart from listing relevant items; a poor map not showing clearly the proposed sites; unclear presentation of the outcomes at project completion; many duplications of stakeholders' characteristics, and problems in the stakeholder analysis table; poorly formulated problem tree, particular the key problem to be addressed by the project; weak formulation of the development and specific objectives and associated indicators as well as two outputs along with some ambitious activities such as activities 2.2 and 2.3; a systematic allocation of all activities for a three month duration in the work plan; inconsistent budget presentation not following the ITTO standard format; and different unit costs of the daily substance allowance for national experts and consultants. Furthermore, the Panel observed that there was insufficient information on the proposed three typical cases on transforming from planted tropical forests to natural tropical forests. In this light, the Panel felt that the proposal needs a complete reformulation. The Panel stressed the importance of taking a literature review to support the good design of a new research proposal focusing on succession of planted tropical forests to natural tropical forests.

B) Conclusion

Category 4: The Panel concluded that it could not commend the proposal to the Committee because a complete reformulation of the project proposal is necessary.

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the relevance of the project aiming to contribute to optimizing the production of timber from teak plantations in Togo by developing and making available to the forestry sector high quality planting materials for reforestation activities. This project proposal was approved by ITTO during the 48th Session of the International Tropical Timber Council (Decision 1) in 2012 under ID number PD 623/11 Rev.3 (F). The project was thereafter declared sunset due to the absence of funding. The project proposal was updated by Togo for new submission in the ITTO regular project cycle.

However, the Panel noted that the project proposal contained some minor weaknesses in the following sections and sub-sections: (1) project brief not structured as required by the ITTO manual for project formulation; (2) expected outcomes not adequately elaborated in correlation with the outcomes indicators of the specific objective; (3) institutional set-up and organizational issues involving too many institutions raising the question of efficiency; (4) logical framework matrix with indicators of the development objective and specific objective not adequately elaborated; (5) work plan with the upper part of timing not adequately presented; (6) the section on the project implementation approaches and methods not adequately justifying the use of sub-contractors for the project implementation; (7) budget by component (ITTO) with a duration of 3 years instead of 4 years while inputs and related unit costs were not clearly presented for a better understanding of different budget tables.

B) Specific Recommendations

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

1. Improve the project brief in compliance with the structure proposed in the ITTO manual for project formulation;
2. Revise the expected outcomes at project completion in correlation with the corrected outcomes indicators of the specific objective;
3. Amend the institutional set-up and organizational issues by reducing the number of institutions to be involved in the project formulation to those most useful ones, for more efficiency;
4. Improve the logical framework matrix by correcting the indicators of the specific objective, while complying with the requirements provided in the ITTO manual for project formulation;
5. Improve the section dealing with the project implementation approaches and methods with relevant information justifying the engagement of sub-contractors for the project implementation, while checking the consistency of figures regarding the hectares of demonstration plots to be established, the quantity of seedlings to be produced, etc.;
6. Rearrange the upper part of the work plan in consistency with the ITTO manual for project formulation;
7. Amend the ITTO budget in line with the above overall assessment **and** specific recommendations and also in the following way:
 - a) Provide clear inputs and related unit costs for a better understanding of different budget tables and make sure to have a consistent duration of the project in all budget tables,
 - b) Adjust the budget item 81 to the standard rate of US\$10,000.00 per year for the monitoring and review costs (US\$40,000 for 4 years) and the budget item 82 to the standard rate of US\$15,000 for ex-post evaluation costs,
 - c) Recalculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82); and
8. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the relevance of the project aiming to contribute to the enhancement of the participatory bushfire prevention and management system in Togo. This project proposal was approved by ITTO during the 48th Session of the International Tropical Timber Council (Decision 1) in 2012 under the ITTO reference number PD 609/11 Rev.3 (F). The project was thereafter declared sunset due to the absence of funding. The project proposal, which was updated by Togo for new submission in the ITTO regular project cycle, was prepared within the framework of the ITTO Forest Fire Management Programme.

Most of the sections and sub-sections of the project proposal were well written and following the structure or format required in the ITTO manual for project formulation. However, the Panel noted that there was a need for improvement in the following non-critical sections and sub-sections: (1) the environmental aspects not taking into account the potential environmental impacts of the construction of water reservoirs; (2) the section dealing with the institutional set-up and organizational issues not clarifying which institution could be in charge of forest fire management in Togo, as well as not clarifying the different roles of other government agencies or institutions; (3) the section on the project implementation approaches and methods not taking into account the elements regarding the sustainability, assumptions and risks which could have significant impact on the project implementation, while considering the importance of having an environmental education expert as part of sub-contractors to be selected for the project implementation; (4) the section on sustainability not taking into account some relevant elements regarding lessons to be learnt from the project implementation, as well as how to ensure the sustainable use of capital goods to be purchased by the project; (5) error in the calculation for the budget component 23 (contract with fire-control brigades).

B) Specific Recommendations

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

1. Further improve the environmental aspects by adding elements regarding the potential environmental impacts of the construction of water reservoirs;
2. Add in the Section 2.1.1 (institutional set-up and organizational issues) relevant information allowing to clarify which institution is in charge of forest fire management in Togo, and also to clarify the different roles of other government agencies or institutions;
3. Revise the section on the project implementation approaches and methods with relevant information taking into account some elements stated in 3.5.1 (assumptions and risks) and in section 3.5.2 (project sustainability) which could have significant impact on the project implementation;
4. Amend the section 3.5.2 (project sustainability) by adding relevant information taking into account some elements regarding lessons to be learnt from the project implementation (stated in section 4.3.2), as well as a description on how to ensure the sustainable use of capital goods through, among others, appropriate equipment inventory, equipment maintenance and management, etc.;
5. Revise the terms of reference of one of the sub-contractors, to be selected for project implementation, in order to get an environmental education expert be part on that sub-contractor;
6. Amend the ITTO budget in line with the above overall assessment and specific recommendations and also by correcting the calculation error on the budget component 23 (contract with fire-control brigades); and
7. Include an annex that shows the recommendations of the 53rd Expert Panel and the respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

PD 889/18 (F)

Strengthening the Sustainable Integrated Management of Pinabete in Guatemala

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the importance of conserving and sustainably managing pinabete (*Abies guatemalensis* Rehder), a species with a natural range area limited to the highlands region of Guatemala, in the context of its listing in CITES Appendix I in 1975.

However, the Panel questioned whether the proposal has been focused on planted pinabete forests or both planted and natural pinabete forests as the key problem of the problem analysis was unclear. The Panel noted that there were a number of weaknesses in the design and formulation of the proposal. These weaknesses include: unclear problem analysis with the identification of an unfocused key problem and causes; not well presented specific objective, outputs and activities; missing of a work plan; weak risk assessment and stakeholder involvement mechanisms; and insufficient presentation of reporting. In this light, the Panel was of the view that the proposal should be modified and revised so as to incorporate the recommendations detailed as below.

B) Specific Recommendations

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

1. Improve the map by providing one with an appropriate scale allowing to clearly indicate the location of project site(s);
2. Add the proposal's conformity with the ITTO/CBD Collaborative Initiative for Tropical Forest Biology and the ITTO Guidelines on Gender Equality and Women's Empowerment in Section 1.2.1 (Conformity with ITTO's objectives and priorities);
3. Improve the problem analysis by refining the key problem as the identification of the current key problem has been mixed with natural and planted pinabete forests. Refine the causes of the problem tree as weak pinabete marketing would be a cause but it should not be listed as the first cause in the context of an integrated approach for conservation and management. If the natural pinabete forests are involved, a review for conservation efforts should be made. Rework the objective tree, specific objective and outputs in the logical framework matrix and others in line with the refined problem analysis and tree;
4. Improve Section 3.1 (Outputs and activities) in consistency with the refined problem and objective trees. Integrated conservation and management of natural pinabete forests should be reviewed as a main part of the project intervention;
5. Provide a work plan for the implementation of project activities;
6. Provide a budget item number for each sub-component in Tables 3.4.2 – 3.4.4;
7. Improve the risk assessment by reviewing the lack of human resources in connection with the effective implementation of natural pinabete timber listed in Appendix I of CITES;
8. Further elaborate the inter-institutional and operational mechanisms in line with the national pinabete conservation strategy in Section 4.1.4 (Stakeholder involvement mechanisms) to ensure effective mechanisms for stakeholder participation;
9. Improve Section 4.2 (Reporting, review, monitoring and evaluation) by providing a schedule for reporting project progress, yearly plans of operations, completion report and financial statements according to the ITTO Manual for Standard Operating Procedures for Project Cycle; and
10. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

PD 890/18 (F)

**Rehabilitation of the Upper Bandama Protected Forest in the North of
the Côte d'Ivoire with the Participation of the Local People**

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel acknowledged the relevance of the project that could contribute to rehabilitating the Upper Bandama Gazetted Forest in an inclusive way by significantly diminishing the demand for fuelwood, building up a strategy for sustainable production of wood construction and incorporating the need for grazing land and permanent watering points for nomad cattle drivers. The project also aims at conducting outreach activities with households about the new energy-saving technologies to reduce their fuelwood consumption.

However, the Panel noted that the project proposal presented a number of weaknesses in the following sections and sub-sections: (1) target project sites not clearly shown in the map with non-appropriate scale; (2) development objective and specific objective not adequately elaborated; (3) social, cultural; economic and environmental aspects of the project target not enough elaborated and not taking into account the ITTO policy guidelines on gender equality and empowering women (GEEW) and the guidelines for environmental and social risk impact assessment (ESIA); (4) stakeholder analysis not providing the opinion (positive and negative) of main stakeholders consulted during the project identification step; (5) expected outcomes not appropriately elaborated in correlation with the outcome indicators of the specific objective; (6) institutional set-up not enough elaborated for the project implementation; (7) problem analysis and related problem tree not taking into account main potential sub-causes of causes which were limited to two for each cause in the problem tree; (8) indicators for the development objective and specific objective not appropriately elaborated; (9) Outputs and activities not consistent with the correlated elements of the objective tree and related problem tree; (10) ITTO budget too high as it is not in accordance with the new approach recommended by the Panel regarding the need to use ITTO funds for the establishment of forest plots for demonstration and drawing lessons to be disseminated to stakeholders, while the master budget table was not following the format required in the ITTO manual for project formulation; (11) assumptions and risks not appropriately elaborated in correlation with the key assumptions of the logical framework matrix; (12) stakeholders participation mechanism was missing.

B) Specific Recommendations

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

1. Provide a map with an appropriate scale and showing the project target sites;
2. Revise the social, cultural, economic and environmental aspects of the project target area by elaborating these aspects in separate sub-sections under the Section 1.3.2 while making sure to take into account the ITTO policy guidelines on gender equality and empowering women (GEEW) and the guidelines for environmental and social risk impact assessment (ESIA);
3. Further elaborate the stakeholders' analysis introducing and explaining the related table of stakeholders by adding the opinion (positive and negative) of main stakeholders consulted during the project identification step;
4. Revise the expected outcomes at project completion in correlation with the corrected outcomes indicators of the specific objective;
5. Improve the problem analysis which should lead to a revised problem tree and related objective tree;
6. Improve the logical framework matrix in correlation with the revised problem tree and objective tree, while complying with the requirements provided in the ITTO manual for project formulation;
7. Redefine the outputs and related activities in consistency with the revised problem tree and related objective tree;
8. Adjust some parts of the Section 3.2 (implementation approaches and methods) in order to comply with the suggestion of the Panel to focus on the establishment of forest plots for demonstrations with surface area reduced to 20 hectares for a demonstration plot with *Cassia siamea* / *Acacia mangium*, 20 hectares for demonstration plot with *Tectona grandis*, 20 hectares for demonstration plot with cashew trees for local communities, and 20 hectares for demonstration plot for grazing lands improved with tree species such as *Ficus exasperate*;

9. Revise the section dealing with assumptions and risks in correlation with the key assumptions of the revised logical framework matrix;
 10. Add the section dealing with stakeholders involvement mechanism which was missing in the project proposal document;
 11. Amend the ITTO budget in line with the above overall assessment **and** specific recommendations and also in the following way:
 - a) Prepare and add the master budget table with activities to be derived from the sub-causes of the revised problem tree and related objective tree, and taking into account the new approach proposed by the Panel regarding the establishment of forest plots for demonstration as mentioned in the 8th specific recommendation here above,
 - b) Significantly scale down the ITTO budget with the new approach proposed by the Panel regarding the establishment of forest plots for demonstration as mentioned in the 8th specific recommendation here above. This new approach should lead to significantly reduce the costs of the sub-contracting items, capital goods items and some consumable items,
 - c) Recalculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of 12% of the total ITTO project costs (on budget items 10 to 82); and
 12. Include an Annex that shows the overall assessment and specific recommendations of the 52nd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.
- C) Conclusion

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

PD 891/18 (F)

Bamboo for Life: An Alternative for the Rehabilitation of Degraded Forest Lands and Sustainable Rural Development in the San Martin Region, Peru

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the relevance of the project proposal aiming at rehabilitating and restoration of degraded lands through bamboo plantations in agroforestry systems in San Martin Region in Peru based on the successful implementation of PD 428/06 Rev.1 (F). The Panel acknowledged that the proposal has been originated from PD 690/13 Rev.4 (F) which was approved through the technical assessment of the 45th Panel but was not funded within 20 months from the approval. It also acknowledged the proposal has been improved with updated information in the content of PD 690/13 Rev.4 (F) which was sunset in December 2017.

However, the Panel noted that some additional improvements should be incorporated in order to further enhance the proposal, particularly as regards clarification of institutional set-up and organizations issues; presentation of the key problem to be addressed by the project and identification of immediate causes of the key problem; and inclusion of ITTO program support costs in the ITTO budget.

B) Specific Recommendations

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

1. Further elaborate the specific roles and responsibilities of different agencies (e.g. SERFOR, PERUBAMBU, other private organizations, local governments) listed in Figure 1 in Section 2.1.1 (Institutional se-up and organizational issues) in relation to the proposal;
2. Further improve the problem tree by refining the key problem and its immediate causes. The key problem would be more linked to lack of integrated restoration of degraded lands and forest landscapes in the Department of San Martin. Add one additional immediate cause in the problem tree so that three immediate causes can match with three outputs in the logical framework matrix;
3. Include ITTO Programme Support Costs (sub-item 83) with the standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82), and adjust the total ITTO budget accordingly; and
4. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the relevance of the proposal, submitted by the Government of Ghana, aiming to assist in the identification process and in generating the needed information and data for the formulation of a full project proposal with the objective of contributing to rehabilitating degraded forest lands while ensuring species recovery, in collaboration with local communities living in the Afram Plains, Ghana. The Panel noted that the pre-project implementation could be an opportunity to draw lessons on relevant experiences accumulated during the implementation of previous ITTO projects dealing with the rehabilitation of degraded forest lands in Ghana while contributing to achieve the community ownership of key project outcomes.

The Panel also noted that the development objective, to which the future project (to be developed through the implementation of this pre-project) will contribute, was not stated in accordance with the guidance of the ITTO manual for project formulation, in relation to the rehabilitation of degraded forest lands using the multifunctional landscape approach. It further noted that there were weaknesses in the following sections and sub-sections: insufficient information on local communities (names, size, location, etc.) in the preliminary problem identification, as well as the elements justifying the number of communities to be involved in the implementation of the pre-project; lack of information in the section dealing with the preliminary problem identification on the land tenure in the target area of the future project. Furthermore, it was reminded that the study on socio-economic aspects should take into account the ITTO policy on gender equality and empowering women, while the study on environment issues should take into account the guidelines for environmental and social risk and impact assessment in ITTO projects. Finally, the Panel noted that there was a need to clarify some budget elements which were not clearly correlated with the work plan and with the pre-project approaches and methods for its implementation, while the budgets by component were not detailed at the level of sub-components.

A) Specific Recommendations

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

1. Add in a clear manner the location of four communities, if it is justified to involve all four communities in the pre-project implementation, in the map;
2. Improve the development objective of the future project, by stating clearly and concisely the development objective to which the future project will intend to contribute through its implementation;
3. Provide additional information and data, in the preliminary problem identification, on four communities (names, size, location, etc.) to be involved in the pre-project implementation for the formulation of the future project, as well as on the land tenure in the target area of the future project;
4. Improve the section on the approaches and methods with information on the ways and means to get the involvement of local communities in the implementation of the future project;
5. Add some relevant reference to the ITTO policy on gender equality and empowering women, as well as on the guidelines for environmental and social risk and impact assessment in ITTO projects, in the terms of reference of studies to be carried out by consultants;
6. Include the terms of reference for consultants while justifying the need to hire them for the implementation of specific pre-project activities;
7. Readjust the ITTO budget (for 8 months as mentioned in the work plan) in accordance with the above overall assessment and specific recommendations and also in the following way:
 - a) Make sure that the budgets by component (ITTO and counterpart) are detailed at the level of sub-components as done for the consolidated budget by component, while clearly stating the inputs and units costs for each budget component or sub-component,

- b) Remove from the ITTO budget, if not appropriately justified, the costs of the sub-component 43.4 (4WD vehicle rent), sub-component 44.1 (computer equipment), sub-component 51 (raw materials) and sub-component 52 (spares),
 - c) Recalculate the ITTO Programme Support Costs (Sub-component 83) specified in the budget so as to conform with new standard rate of 12% of the total ITTO pre-project costs; and
8. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.
- B) Conclusion

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

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel was informed that this pre-project was approved by ITTO during the 48th Session of the International Tropical Timber Council (Decision 1) in 2012 under the reference number PPD 151/11 Rev.3 (F). However, the pre-project was declared sunset, as it was not funded after 20 months since its approval by the Council. That's why the pre-project was updated and submitted by the Government of Togo for new submission in the ITTO regular project cycle. The Panel recognized the importance for the rehabilitation and sustainable management of degraded forest lands to which could contribute local communities living in the Mono Plain of Togo, through a participatory approach promoting community forestry.

The Panel acknowledged that efforts had been made in updating this pre-project proposal although it was noted that there was still a need for further improvement of the proposal in the following sections and sub-sections: development objective and specific objective not appropriately stated; objective tree not required to complement the preliminary problem identification for a pre-project; lack of consistency about the pre-project duration (10 months on the cover page but 8 months in the work plan); approaches and methods regarding the implementation strategy not appropriately described regarding a clear involvement of stakeholders in the participatory execution of the intended project, including the decentralized services, while the ownership of the project outcomes were not described; lack of information on the level of collaboration between the pre-project implementing agency and the communities of the Mono Plain to be part of the execution of the future project; names of communities to be involved in the intended project were neither mentioned nor described, as well as their location on the map of the Mono Plain; all abbreviations and acronyms not explained; no reference to the ITTO guidelines on gender equality and empowering women (GEEW) in the terms of reference on the socio-economic study, as well as no reference to the guidelines for environmental and social risk and impact assessment (ESIA) in the terms of reference on the environmental study; no need for the Output 0 and related activities in the work plan; numbering missing (in both tables of budget by source) on budget components or sub-components, which were (for some of them) either in duplication or not justified in the section dealing with the pre-project approaches and methods.

B) Specific Recommendations

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

1. Amend the development objective which could be stated as follows: "*To contribute to the conservation and sustainable management of forest ecosystems in the Mono Plain in Togo*" (suggestion of the Panel which could be subject to amendment by the proponent);
2. Reformulate the specific objective as recommended in the ITTO manual for project formulation (refer to Chapter IV);
3. Delete the objective tree which is not required in the preliminary problem identification for the formulation of a pre-project;
4. Add a second map focusing on the area of the future project and clearly indicate the location of local communities identified for their involvement in the future project, while making sure to describe them in the preliminary problem identification section;
5. The section dealing with the approaches and methods should be further improved by describing how the stakeholders will be involved in the participatory implementation of the future project in the Mono Plain, while ensuring some ownership of the project outcomes;
6. Amend the work plan by deleting the Output 0 and related Activities which are supposed to be administrative actions to be taken by the executing agency for the preparation of the inception of the pre-project;
7. Describe the roles of centralized services mentioned in the organizational chart in order to clarify their involvement in the pre-project implementation;

8. Add in the terms of reference on the socio-economic study some relevant elements regarding ITTO guidelines on gender equality and empowering women (GEEW), as well as in the terms of reference on environmental study some relevant elements regarding guidelines for environmental and social risk and impact assessment (ESIA);
9. Readjust the ITTO budget in accordance with the above overall assessment and specific recommendations and also in the following way:
 - a) Provide clear unit costs for each input of activities listed in the Table 3.2 for a better understanding of the budget tables,
 - b) Add the appropriate numbering of budget components and sub-components in both tables of budget by source (ITTO and Counterpart contribution),
 - c) Remove from the ITTO budget and transfer to the Counterpart contribution (Togo), the costs of the following components and sub-components: 42 (Vehicle and maintenance costs), 44.1 (Computer equipment), 51 (Raw materials), 52 (Spare parts), 62 (seminar to evaluate pre-project results) and 64 (insurance),
 - d) Recalculate the ITTO Programme Support Costs (Sub-component 83) specified in the budget so as to conform with new standard rate of 12% of the total ITTO pre-project costs; and
10. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

Formulation of A Project Proposal on “Strengthening Forest Research to Improve the Efficient Use of Timber and The Conservation and Sustainable Development of Forests in Guatemala”

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the relevance of the pre-project proposal to promote the contribution of R&D department to SFM in Guatemala through formulation of a project proposal on "strengthening forest research to improve the efficient use of timber, conservation and sustainable development of forests in Guatemala". The Panel noted that the proposal has been formulated following the requirements of a pre-project specified in the ITTO Manual for Project Formulation. However, the Panel noted that some sections are weak and require improvements. These sections include the definition of the specific objective, preliminary problem analysis, organizational structure, monitoring & reporting, and budget presentation.

B) Specific Recommendations

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

1. Briefly elaborate the conformity of the pre-project to the ITTO's Strategic Action Plan for 2013-2018;
2. Redefine the specific objective in order to make clear that it will analyse R&D problems of SFM in the country rather than identifying such problems;
3. Define one key problem to be addressed by the intended project and analyse its cause-effect relationship;
4. Simplify the organization chart by showing only the essential part, e.g. Executing Agency, PMU, PTC, partners, etc.;
5. Improve Section 4.3 (Monitoring and reporting) by specifying reporting on the pre-project implementation in conformity with ITTO requirements specified in the ITTO Manual for Standard Operating Procedures for the Project Cycle;
6. Provide a budget table showing ITTO budget by component. Correctly calculate the ITTO Programme Support Costs (sub-item 83) so as to conform with standard rate of **12%** of the total ITTO project costs (on budget items 10 to 82), and adjust the total ITTO budget accordingly; and
7. Include an Annex that shows the overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold and underline**) in the text.

C) Conclusion

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

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel considered the modifications contained in the revised proposal in response to the comments and recommendations made by the Fifty-second Expert Panel. The Panel noted that the revised proposal satisfactorily addressed most of the comments and recommendations. However, further improvement to the proposal is necessary in order to fully address the comments and recommendations, especially on the refinement of the Problem Tree.

The Panel opined that the inclusion of gender considerations must be highlighted in relevant activities of the project proposal. The newly adopted ITTO Policy Guidelines on Gender Equality and Empowering Women (GEEW) may be referred.

B) Specific Recommendations

1. In Section 2.1.3, improve once again the Problem Tree so that it is in conformity with the formulated project's activities. Refinement is still needed especially for Causes and Sub-causes hence avoiding unclear statements. Rather than repeating statements on Code of Code, it will be more clearer if the causes/sub-causes statements address the lack situation of government incentive in the context of value chains, lack of promoting Code of Conduct and lack efforts in creating enabling condition for forest industry development; the panel acknowledges that the comments from the previous panel might have been confusing regarding this point;
2. In Section 3.1.2, use positive sentence (verb) for the activities' statement. For instance, Activity 3.2, it needs to be rephrased, as follows: 'Discuss and finalize code of conduct for cross-actor partnership';
3. For Activity 2.2, gender issues must be incorporated in the developed questionnaires for interview;
4. In Section 3.4, recalculate correctly the budget allocation, especially on the calculation of ITTO Programme Support Costs; and
5. Include an Annex that shows the responses to the above overall assessment and specific recommendations and respective modifications in tabular form. Modifications should also be highlighted (**bold** and underlined) in the text.

C) Conclusion

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

Assessment by the Fifty-third Panel

A) Overall Assessment

The project proposal was developed based on the recommendations made from the ex-post evaluation results of the previous project PD521/08 (I) Rev. 3 'Participatory forest management for sustainable utilization of Non Timber Forest Products (NTFP) surrounding the protected area of Rinjani and Mutis Timau Mt, Nusa Tenggara Indonesia'.

The Panel acknowledged the relevance of the proposal to Indonesia to further develop its NTFPs for the benefit of local livelihood. The Panel recognized the aim of the proposal is at promoting effective system for sustainable utilization of NTFPs in the forest management units that contribute to sustainable forest management and community livelihood.

However, reformulation and clearer explanations to several aspects of the proposal are indispensable to undertake in order to get a solid proposal and avoid unclear statements. The Panel opined that the inclusion of gender issues must be highlighted in relevant sections of the project proposal. The newly adopted ITTO Policy Guidelines on Gender Equality and Empowering Women (GEEW) may be referred.

B) Specific Recommendations

1. In the Cover Page, include the collaborating agencies, and specify the counterpart contributions from the Government of Indonesia and the WWF Indonesia;
2. Improve the presentation of the project area maps. Provide clearer map's legends for the visibility of the project sites;
3. In Section 1.2.1, include relationship to the objectives of ITTA 2006;
4. In Section 1.3, improve the presentation of the project area map. Add information on kinds and condition of forests in the project's sites. Therefore, information on different NTFPs grow in different forest types/conditions can be depicted;
5. In Section 1.3.2, improve the elaboration of social, economic and environmental aspects with statistical data;
6. In Section 1.4, shorten the text for easy understanding of the section;
7. In Section 2.1.1, define the FMU and explain the number of FMUs involved;
8. In Section 2.1.3, Problem Tree, Causes 'Low capacities of local communities and FMUs.....' must clearly be translated into activities, in which one of the activities deal with building techniques to improve the capacities of local people and the FMUs;
9. In Section 2.1.4, improve consistency in presenting the indicators by mentioning both the quantitative values and their percentages;
10. In Section 3.4 Budget, as far as possible, merge the budgets arrangement for training activities (Activity 1.1 and 1.2). In this way, the total proposed budget will be reduced. Significantly reduce the budgets on several capital items, such as cameras and laptops;
11. In Section 4.1, clarify the role of the project coordinator and project leader. Clarify the main collaborating agency and other collaborating agencies;
12. In Section 4.2, add time tables for reporting;
13. In Annex 1, add organizational chart of the collaborating agencies;
14. Add in the annex, the TORs of the project's personnel and consultants; and

15. Include an Annex that shows the responses to the above overall assessment and specific recommendations and respective modifications in tabular form. Modifications should also be highlighted (**bold** and underlined) in the text.

C) Conclusion

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

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized that the aim of this project is to develop a simplified, cost-effective traceability system for SMEs and other small producers, to enable them to demonstrate credibly the legality of the source of their wood products, to meet the requirements of Guyana's TLAS under the Guyana/EU VPA, and enhance domestic and international market opportunities for them.

However, the Panel noted a number of weaknesses and missing parts in relevant sections and sub-sections, which are considered as critical for an ITTO project: the project brief, project origin, the target area and map, social, cultural, economic and environmental aspects, expected outcomes, the problem analysis, development and specific objective and indicators, outputs and activities, work plan, the project budget, implementation arrangements, and Annex.

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

B) Specific Recommendations

1. Complete the List of Abbreviations and Acronyms, e.g. TLAS, GFC;
2. Include the Project Brief which briefly describes how to implement, what are the key assumptions and risks and mitigation of those, sustainability of the project and summary of the budget;
3. In the Project Origin, provide information relating to relevant ITTO projects implemented by Guyana which are related to timber tracking, legality, and SMEs;
4. Improve the quality and the scale of the map;
5. In social, cultural, economic and environmental aspects, refine with the information of the informal sector, the volume of timber exported and other aspects related to traceability;
6. Reformulate the problem tree and draft an objective tree according to the requirements of ITTO Manual for Project Formulation (Third Edition, 2009), and keep consistency with the problem analysis. Further, also elaborate what is the level between the key problem and its causes, and how the outputs will contribute to solving the key problem;
7. Reformulate the project elements of the framework and the indicators in the logical framework matrix;
8. Refine development and specific objective and provide specific and measurable impact and outcome indicators;
9. Keep consistency for the system to be developed, either in traceability, tracking, or chain of custody;
10. Make the workplan more balanced with sufficient time allocated to Output 2 and Output 3;
11. Indicators in the Logical framework matrix need to be reformulated;
12. Justify the high cost of raw materials and office supplies in the budget;
13. Clearly show tasks of each key personnel;
14. Include an Annex that shows the responses to the above overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should be highlighted (**bold** and underlined) in the text.

C) Conclusion

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

Promoting Plantation of the Locally Endangered Species Timoho (*Kleinhovia Hospita L.*), Mentaok (*Wrightia Pubescens R.Br.*) and Terbelo Puso (*Hymenodictyon Orixense (ROXB.) MABB.*) to Enhance Sustainable Use, Local Communities Livelihood and Culture (Indonesia)

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized the efforts made by the proponent to improve the project proposal. Most of the recommendations from the previous EP meeting were addressed. However, some clarifications are still needed to enhance the clarity of information provided in the proposal.

The Panel also acknowledged the inclusion of gender issues (key researchers) in the proposal.

B) Specific Recommendations

1. In Section 1.1, add more information on the state of the art of the three endangered species. Pay more attention also to lacking information of Terbelo puso species;
2. In Section 1.3, improve further the clarity of the project area map. The presented improvement of the existing map is not sufficient. Add references on information of land uses provided in this Section;
3. In Section 2.1.2, move government entities to secondary stakeholders;
4. In Section 3.4, recalculate the DSAs. The statement in Point 4 of Annex 4 where the DSAs have been reduced by US\$ 11,600.00 was not correct. The drone is considered not necessary to be purchased. Clarify the reason of allocating budget for mother trees in the list of capital item. Recalculate correctly the budget allocation for the ITTO program support cost; and
5. Include an Annex that shows the responses to the above overall assessment and specific recommendations and respective modifications in tabular form. Modifications should also be highlighted (**bold** and underlined) in the text.

C) Conclusion

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

PD 867/18 (M)

**Improving Forest Productivity and Community Associativity in
Native Community Areas of the Province of Atalaya, Ucayali, Peru**

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized that the aim of this project is to strengthen capacity of local communities to diversify forest products marketable by indigenous people and generate information on forest products having market potential.

However, the Panel noted a number of weaknesses and missing parts in relevant sections and sub-sections, which are considered as critical for an ITTO project: relevance to ITTO, social, cultural, economic and environmental aspects, expected outcomes, the problem analysis, development and specific objective and indicators, outputs and activities, the project budget, implementation arrangements, and Annex.

The Panel was of the view that, in order to increase the chance of a successful project, the proposal should be modified taking into account the overall assessment and the recommendations as detailed below.

B) Specific Recommendations

1. Include the List of Abbreviations and Acronyms;
2. List the related ITTA2006 objectives and elaborate how this project will contribute to the achievement of those objectives;
3. Provide brief information on social, cultural, economic and environmental aspects;
4. Revise expected outcomes according to the ITTO Manual for Project Formulation (Third Edition, 2009) to provide information on the use of outputs by targeted beneficiaries;
5. The key problem needs to be clearly identified. Also improve the problem analysis by using the problem tree according to the requirements of the ITTO Manual for Project Formulation (Third Edition, 2009) in order to ease comprehension on cause-effect relationship;
6. Reformulate the project elements of the framework and the indicators in the logical framework matrix;
7. Add impact indicators to the development objective. Combine the 2 specific objectives as well as their specific and measurable outcome indicators;
8. Delete the outcomes and refine the outputs and activities in accordance with the revised specific objectives. The outputs could be reduced for a small project;
9. Reformulate project activities according to the requirements of ITTO Manual for Project Formulation (Third Edition, 2009);
10. Revise the budget presentation in close adherence to the ITTO Manual for Project Formulation (Third Edition, 2009) (4 budget tables are required);
11. Include an organization structure, including role of other government agencies;
12. Include a list of the project key personnel in project management and TORs;
13. Improve the monitoring and reporting section by consulting the relevant ITTO Manual for Project Monitoring, Review, Reporting and Evaluation (Third Edition, 2009);
14. Include an Annex that shows the responses to the above overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold** and underlined) in the text.

C) Conclusion

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

PD 878/18 (M)

Support for the Certification of National Teak Plantations of the National Timber Board (ONAB), Benin

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized that the aim of this project is to support the process of certification of the national teak plantations of the National Timber Board (NTB). The Panel recognized that the project proposal was consistent with ITTO's mandate and had clearly defined outputs in line with the ITTO Strategic Action Plan.

However, the Panel noted a number of weaknesses in several sections of the project proposal:

1. The cover page on which the problem to be tackled by the project is not addressed in the project summary;
2. The project brief and origin in which there is no mention of the findings of the Pre-Project PPD 167/13 Rev.1 (M);
3. The Activities as the meaning of the word "audit" and "draft" should be specified and changed as they can be confusing. Also there are too many activities in each output and some activities are not related to the outputs, particularly in regards to the problem tree and the solution tree;
4. The Budget does not follow the ITTO Manual for Project Formulation (Third Edition, 2009), Master budget table arrangement such as:
 - a) Too many sub-contracted consultants are used in budget component 20.
 - b) The category IDs are the same on different categories in the budget table (for example, "recruit consulting for organizational audit" is category 20 as "recruit consultant for updating training plan" and so on). These subcategories should have a different ID number.
 - c) The category 80 ("project monitoring and administration") is not included in the budget table.
 - d) The budget requested from ITTO is inconsistent in the cover page (\$758,744) with the one in the sub section 3.4.1 "master budget schedule" (\$632,450) and the sub section 3.4.3 "ITTO budget by component" (\$632,450). The total budget is inconsistent in the cover page (\$1,089,844) with the one in the sub section 3.4.1 "master budget schedule" (\$963,550) and with the one in the sub section 3.4.2 "consolidated budget by component" (\$963,550).
 - e) The budget allocated for consultants (component 20 "sub contract") seems too high as it represents 64.51% (USD 408,000) of the budget requested from ITTO.
5. The CV for each key project personnel is not provided.

B) Specific Recommendations

1. Cover page: information related to the problem should be provided in the project summary;
2. Project brief and origin: the findings of the Pre-Project PPD 167/13 Rev.1 (M) should be included and presented. Also, in the project brief, in section 2 *objectives and outcome indicators*, in the sentence "(i) By 2015, at least...", the date should be "(i) By **2025**, at least...";
3. Conformity with ITTO's objective and priorities: this project needs more involvement of various stakeholders in order to make the decision of the management plan and the SFM certification more efficient. Gender equality and empowering women, environment and social risk and impact should also be mentioned, included and taken into account in the project document;
4. In the problem analysis (Section 2.1.3), all actors and stakeholders must be clarified in order for the activities to target certain groups in particular and to be more efficient;
5. In the activities, if both audits of Activity 1.1 and Activity 3.10 are mostly the same, then both activities should be combined. If they are not the same, the difference between the two should be clarified explicitly;

6. In the activities, the word “*audit*” should be changed to “*monitoring*” and “*draft*” should be replaced by “*developing*”;
 7. In the activities, Activities should be reduced in each output in order to respond to the problem tree and solution tree;
 8. Budget:
 - a) The budget component should be rearranged in order to make it consistent with the ITTO Manual for Project Formulation (Third Edition, 2009) by moving all consultants from item 20 (*sub contract*) to item 10 (*project personnel*).
 - b) The category IDs should be rearranged through a subsequent and sequential numbering.
 - c) The budget component 80 (*project monitoring and administration*) must be added in the budget table.
 - d) The total budget amount must be consistent between the front page and the various budgets tables (from \$1,089,844 to \$963,550) and the ITTO budget amount should also be consistent in each budget table (from \$758,744 to \$632,450) in the sub section 3.4.1 (*master budget schedule*), sub section 3.4.2 (*consolidated budget by component*) and sub section 3.4.3 (*ITTO budget by component*).
 9. CVs should be added for each key project personnel as annex of the project proposal;
 10. Include an Annex that shows the responses to the above overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold** and underlined) in the text.
- C) Conclusion

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

PD 879/18 (M)

Building the Capacity of the National Forest Information and Statistics System (Benin)

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized that the aim of this project is to strengthen and consolidate statistics collection and the capacity of the national forest information system in Benin. The Panel recognized that the project proposal was consistent with ITTO's mandate and had clearly defined outputs in line with the *ITTO Strategic Action Plan*. The Panel also reported that the overall project proposal was well structured and formulated in accordance with the ITTO Manual for Project Formulation (Third Edition, 2009) which is also consistent with ITTO's objectives as set out in ITTA 2006 and specifically to the strategic Priority 5 thus "*improve the quality and availability of information on tropical forests, forest products market and trade.*"

However, some minor changes are requested to be implemented in this project proposal. Those changes are listed in the Specific Recommendations.

B) Specific Recommendations

1. Provide a more readable map of project area and place it under **section 1.3.1**;
2. As much as outcomes are identified and well presented, project impact on the general society especially those that are not involved directly in the project, must be highlighted, especially in **section 1.3.2**;
3. The capacity building process should be clarified. Will the project strengthen a statistical system or will it train government Officials? The targets of the project should also be clarified as the primary stakeholder benefiting and participating in the project is the government of Benin. This should be clarified in **section 2.1.3, section 2.2 and section 4.1.3**;
4. Under Institutional set-up (**section 2.1.1**), provide sub-headings to illustrate the institutional set-up and incorporate the salient activities of each organization e.g. DGFRN, the Commodity board and its structure;
5. In **section 2.2.1**, impact indicators seem clear, however there is the need to rephrase objective two and change the word 'planified';
6. The activities mentioned in **section 3.1.2 Activities Output 1** are not the same as the activities mentioned under **3.3 Work Plan Output 1** and in the section **3.4 budget**. Activities should be consistently the same in those three sections;
7. Activities under **Output 1 in section 3.4** can be scaled down to fewer activities from the current 11 activities proposed;
8. In **section 3.4.3**, scale down ITTO budget by transferring some budget components to counterpart contribution. For instance some consultants cost can be scaled down or taken care of by the counterpart agency;
9. In **section 3.4.3**, the number of consultants (14) in the subcontracting section should be reduced as it seems that there are too many consultants and all the actions of the consultants could be merged and consequently, the number of consultants could be reduced;
10. In **section 3.4.3**, recalculate ITTO program support cost (item 83) so as to conform with the standard rate of 12% of total ITTO contribution;
11. In **section 4.1.2**, the project management team must be provided and distinguished from the Project Steering Committee and also add a project coordinator as member of the steering committee;
12. In **section 4.1.3**, research institutions / academia must be involved as stakeholders and categorized into either secondary or tertiary stakeholders;

13. In **Annex 3**, the terms of reference for the consultants should be included in the project document in order to clarify what action each consultant will perform;
14. Include an Annex that shows the responses to the above overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold** and underlined) in the text.

C) Conclusion

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

PD 886/18 (M)

Trade Assessment and Capacity Building for Sustainable Harvesting of Agarwood in North-east India

Assessment by the Fifty-third Panel

A) Overall Assessment

The Panel recognized that the aim of this project is to understand trade dynamics and market characteristics of agarwood in order to develop a comprehensive framework to ensure sustainability of the species.

However, the Panel noted a number of weaknesses and missing parts in relevant sections and sub-sections, which are considered as critical for an ITTO project: relevance to ITTO, the stakeholder analysis, the problem analysis, development and specific objective and indicators, outputs and activities, the project budget, implementation arrangements, and Annex.

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

B) Specific Recommendations

1. List the related ITTA 2006 objectives and elaborate how this project will contribute to the achievement of those objectives;
2. Provide information on how stakeholders participate in the project implementation;
3. The key problem as well as its causes and effects need to be clearly identified according to the requirements of the ITTO Manual for Project Formulation (Third Edition, 2009);
4. Add impact indicators to the development objective. Refine the specific objective as well as its specific and measurable outcome indicators;
5. As the first 3 outputs refer to controlling and combating illegal trade, but 4 and 5 refer to conservation and sustainable harvesting of the protected species, clarify the contradiction with the laws in India;
6. As the Output 5 is referring to the policy framework for sustainable harvesting and conservation, clarify how the suggestion to the Government will contribute to the establishment of such a policy framework;
7. Specify what are the tools/kits for enforcement agencies to identify traded samples in Activity 3.2;
8. Keep consistency of the number of activities in 3.2 Activities and inputs, 3.4 Workplan and 3.5 Budget;
9. Formulate an ITTO budget by component and make clear the inputs;
10. Clarify why the project coordinator is engaged only for 15 months rather than the project duration of 24 months (item 13) and explain what the duration of the national consultant is;
11. Refine monitoring and reporting section by including the composition of the Project Technical Committee (PTC), formulate the reporting to ITTO according to the ITTO guidelines in the relevant Manual;
12. Include a list of terms of reference for the key personnel in project management and consultants/experts;
13. Refer to ITTO/CITES programme;
14. Provide a more equitable balance between the ITTO and counterpart TRAFFIC contributions towards the overall budget. Include a separate titled budget for each specific source of funding, as for the examples provided in the ITTO Manual for Project Formulation (Third Edition, 2009). Include enough funds to cover the costs of an independent audit;

15. Include an Annex that shows the responses to the above overall assessment and specific recommendations of the 53rd Expert Panel and respective modifications in tabular form. Modifications should also be highlighted (**bold** and underlined) in the text.

C) Conclusion

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

* * *