



# **INTERNATIONAL TROPICAL TIMBER COUNCIL**

Distr.  
GENERAL

ITTC(LIV)/4  
10 October 2018

Original: ENGLISH

FIFTY-FOURTH SESSION  
5 – 9 November 2018  
Yokohama, Japan

## **PROGRESS REPORT ON THE IMPLEMENTATION OF THE ITTO BIENNIAL WORK PROGRAMME FOR 2018-2019**

### **[Item 10 of the Provisional Agenda]**

This document is prepared pursuant to Council Decision 2(LIII), which requested the Executive Director to report on the implementation status of the ITTO Biennial Work Programme (BWP) for the years 2018 and 2019. The document contains the activities as approved in Council Decision 2(LIII), however the columns on 'Relevance' and 'Responsible Body' have been replaced by the column on the 'Implementation Status'. For information on 'Relevance' and 'Responsible Body' please see Annex 1. For the detailed terms of reference of each activity, please refer to the BWP 2018-2019 as approved in Council Decision 2(LIII).

The Biennial Work Programme (BWP) 2018-2019 was adopted with Council Decision 2(LIII) and includes 41 activities divided into two parts. Part 1 includes 26 activities requiring financing through core budget, voluntary contributions or other sources. Part 2 includes 15 administrative and financial activities that do not require financing. With a view to provide a coherent structure, the activities under Part 1 have been categorized into the five groups according to their nature. The funding status of each activity is reflected in Table 1. Administrative and financial activities without financial requirements (Activities 27-41) are not included.

Table 1: Overview on the Financing Status of the BWP 2018-2019

		Financing Status	US\$ Received
<b>GROUP 1 – FIELD ORIENTED ACTIVITIES WITH ENGAGEMENT OF/WORK IN MEMBER COUNTRIES</b>			
1	Incentives for green-growth value chain investments in tropical forests	Partial	50,000
2	Building legal and sustainable forest product supply chains	Partial	100,000
3	Strengthening Participation of the Private Sector in the Work of ITTO	Partial	75,000
4	Enhancing teak management	Pending	NIL
5	Restoration, conservation and sustainable use of mangrove ecosystems	Pending	NIL
6	Enhance cooperation between ITTO and CITES	Partial	400,000
7	Independent market monitoring of FLEGT-licensed timber	Full	<i>EU Grant</i>
8	a) Criteria and indicators workshops	Pending	NIL
	b) Adapting the 2016 ITTO Criteria and Indicators (C&I) for SFM to African context	Pending	NIL
9	Statistical capacity building workshops	Pending	NIL
<b>GROUP 2 – NORMATIVE WORK ON POLICY GUIDELINES OR OTHER STRATEGIC WORK</b>			
10	a) Operationalizing ITTO Policy guidelines on gender equality and empowering women	Partial	25,000
	b) Update ITTO Guidelines for Forest Landscape Restoration	Partial	30,000
11	Formulate a new ITTO Strategic Action Plan	Pending	NIL
<b>GROUP 3 – COLLABORATIVE WORK/MEETINGS WITH OTHER ORGANIZATIONS/INITIATIVES</b>			
12	Prevention and management of fire in tropical timber-producing forests	Pending	NIL
13	International conference on halting deforestation and increasing forest area	Pending	NIL
14	Cooperation and consultation with the CPF, UNFF and others	Partial	25,000
15	Collaboration on criteria and indicators for SFM	Pending	NIL
<b>GROUP 4 – COMMUNICATIONS AND OUTREACH RELATED WORK</b>			
16	ITTO communication strategy	Pending	NIL
17	ITTO Tropical Forest Update (TFU)	Full	<i>Core</i>
18	a) Communications activities (website, reports, PR, etc.)	Full	<i>Core</i>
	b) Outreach activities (booths and/or side events at relevant international fora)	Full	<i>Core</i>
<b>GROUP 5 – ANALYTICAL, STATISTICAL, AND OTHER RECURRING WORK</b>			
19	Trade (TAG) and Civil Society (CSAG) Advisory Group involvement	Partial	40,000
20	ITTO Annual Market Discussion	Full	<i>Core</i>
21	Expert Panel for Technical Appraisal of Project Proposals	Full	<i>Core</i>
22	ITTO Fellowship Programme	Partial	76,799
23	ITTO Market Information Service (MIS)	Full	<i>Core</i>
24	Enhancement of statistical work and databases on statistics	Full	<i>Core</i>
25	Biennial review and assessment of the world timber situation	Full	<i>Core</i>
26	Status of tropical forest management 2019 report	Pending	NIL

The total funding sought under the BWP 2018-2019 is US\$9,870,000. Out of this amount, US\$1,840,000 has been approved under core operational costs through Decision 3(LIII). The remaining amount of US\$ 8,030,000 is divided into US\$7,830,000 sought from voluntary contributions and US\$200,000 from other sources. Activity 7 on Independent Market Monitoring (IMM) is fully funded by an EU Grant in the amount of Euro 4 million and is not included in the calculation of the contributions sought/received under this BWP.

Table 2: Funding from voluntary contributions/other sources sought/received

Year	US\$ sought	US\$ received*
2018	US\$ 4,745,000	US\$ 821,799 (17.3%)
2019	US\$ 3,285,000	NIL
<b>Total</b>	<b>US\$ 8,030,000</b>	<b>US\$ 821,799 (10.2%)</b>

\*As of 9 October 2018

At the time of preparing this report, voluntary contributions in the amount of US\$ 821,799 have been received, which is equivalent to 17.3% of the voluntary contributions sought in 2018 or 10.2% of the voluntary contributions sought for the biennium 2018/2019 (Table 2).

In terms of the funding status, eight activities are fully funded, including Activity 7(IMM) which is fully funded through an EU Grant and seven activities in Group 4 (Communications and outreach related work) and Group 5 (Analytical, statistical and other recurring work) which are financed from core voluntary contributions. Eight activities have received partial funding and 10 activities remain pending finance.

### **Status, Progress, Achievements:**

A brief compilation of the progress made in 2018 and the achievements under each activity is given below. For a detailed account of the work done under each activity please refer to the respective activity in the Progress Report.

### **Group 1 – Field oriented activities with engagement of/work in member countries**

- **Activity 1 – Incentives for green-growth value chain investments in tropical forests**  
The Secretariat has been in close contact with the World Bank during 2018 and has agreed to use part of the funds made available under this activity to co-host a workshop on Fiscal Mechanisms for a Sustainable Forest Sector in Washington D.C. in late October 2018.
- **Activity 2 – Building legal and sustainable forest product supply chains**  
Several workshops have been attended including on the possible establishment of a green supply chain platform and a Dialogue with Chinese Leading Timber Enterprises was co-organized by ITTO and CINFT/NFGA in Beijing, China in June 2018. An Initiative on Jointly Building the Global Green Supply Chain (GGSC) was launched on 22 June 2018 with the participation of 12 Chinese leading timber enterprises. A GGSC Promotion Committee has been established and a first meeting has been held with focus on the structure of the committee and a strategic road map.
- **Activity 3 – Strengthening participation of the private sector in the work of ITTO: industry-led legality compliance/due care training**  
The Secretariat will collaborate with the World Resources Institute (WRI) to implement this activity. WRI has been working with the Global Timber Forum and FAO to undertake training for the Peruvian forest industry on complying with relevant market legality requirements. Funds will be used to extend this work to another ITTO producer country during 2019.
- **Activity 4 – Enhancing Teak Management**  
An activity proposal seeking US\$ 1,236,250 and entitled 'Enhancing Conservation and Sustainable Management of Teak Forests and Legal and Sustainable Wood Supply Chains in the Greater Mekong Sub-region' has been formulated and submitted to the Federal Ministry of Food and Agriculture of Germany in July 2018. The proposal is currently under review. Any additional contributions to this activity will be used to extend the work to other tropical regions.
- **Activity 6 – Enhance cooperation between ITTO and CITES**  
The Council will receive an update on the cooperation between ITTO and CITES under Item 10(a) of the Provisional Agenda.
- **Activity 7 – Independent market monitoring of FLEGT-licensed timber**  
In January 2018 the IMM Project Steering Committee (PSC) approved a Work Plan, which featured several new activities. The IMM Annual Report 2017 was presented to the EU Commission in July 2018 and is expected to be published on the IMM website soon. Survey work undertaken by the IMM network of correspondents in seven key EU and two VPA partner countries has continued through 2018 and a special study of the EU furniture sector was completed in June 2018. The IMM furniture sector scoping study will be published in ITTO's Technical Series later this year. More special studies on key issues identified during the 2017 surveys will be undertaken starting in late 2018 and throughout 2019. The next IMM PSC meeting is scheduled to take place in February 2019.

## **Group 2 – Normative work on policy guidelines or other strategic work**

- **Activity 10 – Developing and operationalizing ITTO’s policy guidelines to members**
  - (a) Operationalize the ITTO Policy Guidelines on Gender Equality and Empowering Women (GEEW)  
In accordance with Decision 6 (LIII), the GEEW was posted on the ITTO website following its adoption at ITTC 53 in Lima, Peru and they were taken into consideration by the 53<sup>rd</sup> Expert Panel during the evaluation of project proposals. Also in accordance with the same decision, a panel led by CSAG in collaboration with TAG and assistance from the Secretariat will be part of the ITTC 54 schedule, focusing on the role of women in achieving ITTO’s objectives, including constraints and opportunities.
  - (b) ITTO has been engaged in analyzing Forest Landscape Restoration (FLR) programs of CPF members under the CPF Joint Initiative on FLR being implemented with GEF funds and a contract has been signed with IUCN to carry out the analysis of FLR programs of CPF members, facilitated by two consultants. ITTO introduced a concept note of revising the ITTO Restoration Guidelines into new FLR guidelines as a CPF product at the CPF meeting on 18 July 2018 during the 24<sup>th</sup> Session of the FAO Committee on Forestry (COFO 24). ITTO is organizing and Expert Group Meeting for FLR in the Tropics on 14-16 November 2018 in Bangkok, Thailand with financial support from Asia Forest Cooperation Organization (AFoCO) and logistical arrangement support from Royal Forest Department of Thailand.

## **Group 3 – Collaborative work/meetings with other organization/initiatives**

- **Activity 14 – Cooperation and consultation with the CPF, UNFF and others**

ITTO participated in the 13<sup>th</sup> Session of the UNFF in May 2018 and the 24<sup>th</sup> Session of the FAO Committee on Forestry (COFO 24) in July 2018. ITTO collaboration with CPF members has been strengthened concerning forest landscape restoration and through the ‘Sustainable Wood for a Sustainable World’ (SW4SW) initiative adopted in May 2018 as a Joint Initiative of CPF. Participation is planned for the Workshop on Reporting on Global Forest Goals and targets of the UN Strategic Plan on Forests 2030 on 14-16 November 2018 at FAO HQ; Global Landscapes Forum Bonn on 1-2 December; and part of UNFCCC COP24 (3-14 Dec 2018, Katowice, Poland).

## **Group 4 – Communication and outreach-related work**

- The activities under Group 4 have resulted in a broad range of publications, other products and accomplishments including the relaunch of the ITTO website with a fresh look and more intuitive navigation aimed at making it easier for users to find information. The Council will receive an update on Communications and Outreach related work under Item 10(c) of the Provisional Agenda.

## **Group 5 – Analytical, statistical and other recurring work**

- **Activity 19 – Trade (TAG) and Civil Society (CSAG) Advisory Group involvement**

Assistance has been provided by the Secretariat for the participation of CSAG and TAG at the 54<sup>th</sup> ITTC.
- **Activity 20 – ITTO Annual Market Discussion**

In collaboration with TAG, the Annual Market Discussion 2018 will be held during the 54<sup>th</sup> ITTC on the theme ‘Private Sector Tropical Timber Promotion Initiatives – An Opportunity for Collaboration’.
- **Activity 21 – Expert Panel for the Technical Appraisal of Project Proposals**

The 53<sup>rd</sup> Expert Panel was convened in Yokohama, Japan on 9-13 July 2018. The report will be presented to the Joint Committees under Agenda Item 1 [Document ITTC/EP-53].
- **Activity 22 – ITTO Fellowship Programme**

The Council will receive the progress report on the implementation of the ITTO Fellowship Programme under Item 10(d)(1) of the Provisional Agenda [Document ITTC(LIV)/5] and the Fellowship Selection Panel will meet during the 54<sup>th</sup> ITTC and will make recommendations for awards under the Fellowship Cycle 2018 to the Council.

- **Activity 23 - ITTO Market Information Service (MIS)**  
Twenty-three issues of the Tropical Timber Market Report (TTMR) are scheduled to be published in 2018.
- **Activity 24 - Enhancement of statistical work and databases on statistics**  
ITTO participated in the meeting of the Inter-secretariat Working Group on Forest Statistics (IWGFS) held in Luxembourg on 22-23 Feb. 2017. The modification of the Joint Forest Sector Questionnaire (JFSQ) was the main topic of the meeting. The IWGFS agreed to exclude veneer from the wood based panel aggregate. In 2019, the IWGFS will be organized at ITTO headquarters in Yokohama.
- **Activity 25 – Biennial review and assessment of the world timber situation**  
The draft elements for the Biennial Review and Assessment of the World Timber Situation for 2017-2018 will be presented to and considered by the 54<sup>th</sup> ITTC.

**Administrative and financial activities (no financial requirements)**

Under this category, 15 activities have been approved. All activities are categorized as 'regular sessions work'.

**PROGRESS REPORT**  
**BIENNIAL WORK PROGRAMME FOR 2018-2019**

**GROUP 1 - FIELD ORIENTED ACTIVITIES WITH ENGAGEMENT OF/WORK IN MEMBER COUNTRIES**

Activity	Implementation Approach and Cost	Activity Targets	Implementation Status
<p>1. Incentives for green-growth value chain investments in tropical forests</p>	<p>ITTO will collaborate with the World Bank and FAO Forestry Department on an activity entitled “Designing a Mechanism to Incentivize Deforestation-Free Landscapes and Value Chains for Green Growth”. ITTO’s funding will primarily be used to co-fund a background study and to fund up to six tropical country case studies to analyze the impact of existing (and the potential impact of new) incentives for promoting investment in productive forest to achieve deforestation-free landscapes and value chains for green growth.</p> <p>Estimated cost: US\$300,000 Expected funding sources: Voluntary Contributions Year 2018–US\$200,000 Year 2019–US\$100,000</p>	<ul style="list-style-type: none"> <li>• Background studies produced on contribution of productive forests and their value chains to SFM</li> <li>• Case studies developed in up to six ITTO producer countries (3 in 2018 &amp; 3 in 2019)</li> <li>• Participation of ITTO Secretariat in relevant related meetings/initiatives</li> </ul>	<p>Funding received: US\$ 50,000 Funding pending: Year 2018 US\$ 150,000 Year 2019 US\$ 100,000</p> <p>The Secretariat has been in close contact with the World Bank during 2018 and has agreed to use part of the funds made available under this activity to co-host a workshop on Fiscal Mechanisms for a Sustainable Forest Sector in Washington D.C. in late October 2018. The workshop will gather 12 international experts as well as ITTO and World Bank staff to finalize a compendium on fiscal mechanisms to promote SFM. The workshop will also discuss future steps for this work, including dissemination of the compendium and possible case studies and/or pilot implementation of selected fiscal mechanisms in ITTO producer countries if additional funds are made available to allow for this.</p>
<p>2. Building legal and sustainable forest product supply chains</p>	<p>Increase assurance of sustainability and legality through the establishment of a green supply chain platform that links legal and sustainable forest products to markets. The activity will also compile/disseminate information on timber from sustainable supply chains. The Secretariat will work with relevant consumer markets requiring verification of legality/sustainability of timber to identify tropical forest operators and other private sector entities that would benefit from capacity building on SFM and/or the establishment of sustainable supply chains. The activity will also contribute to related initiatives currently underway by CPF and others.</p> <p>Estimated cost: US\$1,000,000 Expected funding sources: Voluntary Contributions Year 2018–US\$600,000 Year 2019–US\$400,000</p>	<ul style="list-style-type: none"> <li>• Tropical forest operators and other industrial sector entities with increased capacity for SFM and/or sustainable supply chains developed</li> <li>• Increased trade in sustainable/legally verified timber from forest operators/ private sector entities</li> </ul>	<p>Funding received: US\$ 100,000 Funding pending: Year 2018 US\$ 500,000 Year 2019 US\$ 400,000</p> <p>The following progress has been made:</p> <ul style="list-style-type: none"> <li>• The expert workshop on global forest products green supply chain was held in Beijing, China on 2 February 2018 to discuss the possible establishment of a green supply chain platform.</li> <li>• The International Workshop of Global Green Supply Chain of Forest Products and the Dialogue with Chinese Leading Timber Enterprises was co-organized by ITTO and CINFT/NFGA in Beijing, China on 21-22 June 2018.</li> <li>• An Initiative on Jointly Building the Global Green Supply Chain (GGSC) was launched on 22 June 2018 with the participation of 12 Chinese leading</li> </ul>

Activity	Implementation Approach and Cost	Activity Targets	Implementation Status
			<p>timber enterprises. A GGSC Promotion Committee has been established accordingly.</p> <ul style="list-style-type: none"> <li>• The first meeting of GGSC Promotion Committee was held in Chongqing, China on 15 September 2018, which focused on the discussion for the structure of the promotion committee and a strategic road map of GGSC.</li> <li>• Advocacy of ITTO Secretariat for the GGSC in the following events: Sustainable commodities and value chains/Forests Products Value Chains in the BioEconomy/ Working Across Sectors to Halt Deforestation and Increase Forest Area Conference February 2018, the Global Bamboo and Rattan Congress in June 2018; 24th Session of FAO's Committee of Forestry in July 2018; 18th Malaysian Forest Conference in August 2018; 8th China Global Wood Trade Conference in September 2018.</li> <li>• Collaborative work on further development of this activity with other partners is being actively explored and pursued.</li> </ul>
<p>3. Strengthening Participation of the Private Sector in the Work of ITTO: Industry-led legality compliance/due care training</p>	<p>ITTO will work with the Trade Advisory Group as well as organizations such as the Global Timber Forum and FAO (a CPF partner) through its FLEGT Program, as well as other major and relevant international and regional organizations (IOs), non-governmental organizations (NGOs) and private sector associations that are working in this area to pilot and eventually scale up capacity to comply with legality requirements in international markets. The training model will follow one that has been proven successful – delivered by industry actors, who understand the challenges, needs and vocabulary of businesses and industry in producer countries who are involved in the international trade.</p> <p>Estimated cost: US\$400,000            Expected funding sources: Voluntary Contributions            Year 2018–US\$100,000            Year 2019–US\$100,000            Others:            FAO/FLEGT:US\$30,000</p>	<ul style="list-style-type: none"> <li>• 1-3 pilot trainings held for private sector</li> <li>• Technical Assistance by international experts / organizations</li> </ul>	<p>Funding received: US\$ 75,000            Funding pending: Year 2018 US\$ 125,000            Year 2019 US\$ 200,000</p> <p>The Secretariat has agreed to collaborate with the World Resources Institute (WRI) to implement this activity. WRI has been working with the Global Timber Forum and FAO to undertake training for the Peruvian forest industry on complying with relevant market legality requirements. ITTO's funds will be used to extend this work to another ITTO producer country during 2019. The Secretariat will attend a planning meeting with WRI in Washington D.C. in late October 2018 to finalize plans for the work in 2019.</p>

Activity	Implementation Approach and Cost	Activity Targets	Implementation Status
	Other IOs:US\$70,000 NGOs: US\$90,000 Private:US\$10,000 Year 2018-US\$100,000 Year 2019-US\$100,000		
4. Enhancing teak management	<p>This activity will promote sustainable teak development regionally and globally in plantation and natural teak forests that give a special attention to plantations which are of increasing importance in many countries. The activity will have a regional approach and is aimed at enhancing the contribution of sustainable teak management to the protection of tropical forests in participating countries, as well as promoting legal and sustainable teak industry and trade. This activity could also be expanded to other commercially important tropical timber species.</p> <p>Estimated cost: US\$2,000,000            Expected funding sources: Voluntary contributions            Year 2018–US\$700,000            Year 2019–US\$1,300,000</p>	Improved teak management and utilization in up to 5 countries in each tropical region (Asia, Africa, Latin America)	<p>Funding received: US\$ NIL            Funding pending: Year 2018 US\$ 700,000            Year 2019 US\$ 1,300,000</p> <p>This activity is pending funding. To seek (partial) funding, an Activity Proposal formulated specifically to be implemented in the Greater Mekong Sub-region has been submitted to the Federal Ministry of Food and Agriculture of Germany on 19 July 2018. It is currently under review for formal approval by the Ministry.</p> <p>The proposal is entitled 'Enhancing Conservation and Sustainable Management of Teak Forests and Legal and Sustainable Wood Supply Chains in the Greater Mekong Sub-region'. It seeks funding totaling US\$ 1,236,250. Any additional contributions to this activity will be used to extend the work to other tropical regions.</p>
5. Restoration, conservation and sustainable use of mangrove ecosystems	<p>This activity will conduct a global mangrove thematic study to review the future potential of sustainably managing mangroves in securing ecosystems and improving the resilience of vulnerable coastal communities as a follow-up to the recommendations of the International Conference on Sustainable Mangrove Ecosystems held on 18-21 April 2017 in Bali, Indonesia.</p> <p>Estimated cost: US\$140,000            Expected funding sources: Voluntary Contributions            Year 2018-US\$60,000            Year 2019-US\$80,000</p>	<ul style="list-style-type: none"> <li>• Conduct a global mangrove thematic study</li> <li>• Joint organization of three regional expert group meetings with ISME and IUCN</li> <li>• A study synthesis report</li> </ul>	<p>Funding received: US\$ NIL            Funding pending: Year 2018 US\$ 60,000            Year 2019 US\$ 80,000</p> <p>This activity is pending financing.</p>



<p>6. Enhance cooperation between ITTO and CITES</p>	<p>Continue to assist Members to implement CITES listings of timber species. Pursuant to Decision 5(XLVI) on “Multi-Donor Mechanism to Facilitate Enhanced Cooperation between ITTO and CITES”, ITTO successfully completed implementation of a second grant of approximately US\$6,200,000 (EUR5,000,000) from the European Union (through the European Commission) in 2016. Matching contributions from other donors of over US\$3,000,000 were received by ITTO during the four-year EU/EC grant period. While the EU/EC in 2016 decided to provide further funding for work on CITES-listed tree species directly to the CITES Secretariat, other ITTO donors are encouraged to continue to support ITTO’s CITES-related work through this activity.</p> <p>ITTO contributions: US\$600,000  Expected funding sources: Voluntary Contributions  Year 2018–US\$300,000  Year 2019–US\$300,000</p>	<ul style="list-style-type: none"> <li>• Up to three countries with improved inventory designs</li> <li>• Up to three tracking/monitoring systems established</li> <li>• Up to three regional training/ experience workshops conducted</li> <li>• Reduced number of trade suspensions of CITES listed timber species</li> </ul>	<p>Funding received: US\$ 400,000  Funding pending: Year 2019 US\$ 200,000</p> <p>ITTO signed contracts with the CITES Secretariat in 2018 to receive funds totaling US\$ 655,000 under the CITES Tree Species Program (CTSP) through 2020. These contracts define ITTO’s assistance to CITES in implementing the CTSP, including: reviewing proposals submitted by ITTO members; convening 3 regional meetings (two of which –for Asia and Latin America – were convened in 2018 with the Africa meeting scheduled for March 2019); participating in the CTSP advisory committee; and supporting implementation of projects in ITTO member countries once they commence (now expected in 2019).</p> <p>ITTO also continues to assist member countries in implementing CITES outside of the CTSP. In this regard ITTO co-hosted a workshop with the government of Madagascar in June 2018 to discuss and finalize a business plan for dealing with stockpiles of rosewood that exist in the country. ITTO received funds totaling US\$ 40,000 from the World Bank as a partial contribution to the costs of this workshop, the results of which will be reported to the CITES Standing Committee in October 2018.</p> <p>In addition, the Secretariat continued to actively participate in relevant CITES fora in 2018, including the 24<sup>th</sup> meeting of the CITES Plants Committee in July and the 70<sup>th</sup> meeting of the CITES Standing Committee in October.</p> <p>The additional funding received as reported above, together with the final payment of US\$ 68,942 from the EU under the contract to implement the ITTO-CITES Program from 2012-16, has been pro-rated as appropriate and reflected in the totals at the top of this column. ITTO continues to seek additional funding from donors in 2019 to continue its support for CITES implementation in member countries.</p>
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<p>7. Independent market monitoring of FLEGT-licensed timber</p>	<p>ITTO finalized a 4.4 million euro contract (including EUR 375,000 to be provided as an in-kind contribution by ITTO) with the European Union (through the European Commission) in 2014 to establish an Independent Market Monitoring system for FLEGT-licensed timber entering the EU market. The IMM undertook baseline studies of the EU market in 2014-15 prior to being suspended because of the impairment of ITTO funds in mid-2016. IMM activities have recommenced in 2017, with the full amount of funds provided to ITTO by the EU safeguarded as per the terms of Decision 6(LII). The contract with the EU/EC will likely be extended until at least 2020 and progress will be reported to the CEM under this BWP activity during 2018-2019.</p> <p>Activity No.: PP-A/49-291 EU Contract Number: DCI-ENV/2013/316-244</p> <p>Estimated cost: Fully funded by EU grant of EUR 4 million</p>	<p>IMM system developed and implemented</p>	<p>Funding received: US\$ 4,499,438 Funding pending: NIL (Funding received is equivalent to EU contribution of 4 million euros at prevailing exchange rate)</p> <p>In January 2018 the IMM Project Steering Committee (PSC) approved the 2018 Work Plan, which featured several new activities. One of the new items was the IMM Trade Consultation workshops in key EU countries. The first of these Consultations was held in London in March 2018, followed by an event in Nantes/France; a third Consultation is planned in Berlin on 15 November. The IMM Annual Report 2017 was presented to the EU Commission in July 2018 and is expected to be published on the IMM website soon. The stand-alone IMM website, which had gone live in the fourth quarter of 2017, was improved in 2018 with the inclusion of a data dashboard that enables user-friendly download and visualisation of trade data. Further additions and improvements are planned before the end of the year. Moreover, two IMM newsletters were published in April and July, with up to two more scheduled to be released before the end of the year. Survey work undertaken by the IMM network of correspondents in seven key EU and two VPA partner countries has continued through 2018 and a special study of the EU furniture sector was completed in June 2018. The IMM furniture sector scoping study will be published in ITTO's Technical Series later this year. More special studies on key issues identified during the 2017 surveys will be undertaken starting in late 2018 and throughout 2019. The next IMM PSC meeting is scheduled to take place in February 2019.</p>
<p>8. Monitor progress in the application of criteria and indicators for sustainable forest management.</p>	<p>(a) Criteria and indicators workshops. This work was facilitated by a similar activity under the 2015-2017 BWP that was partially funded; this activity will continue and expand on the work provided for in 2015-2017. This work will promote the new ITTO criteria and indicators approved in 2016 by providing for an additional 4 national workshops</p>	<ul style="list-style-type: none"> <li>• Up to four national C&amp;I training workshops convened</li> </ul>	<p>(a) Funding received: US\$ NIL Funding pending: Year 2018 US\$ 75,000 Year 2019 US\$ 75,000</p> <p>This activity is pending financing.</p>

	<p>(2 per year) on C&amp;I (with focus on new member countries) incorporating related topics such as auditing, certification, international reporting requirements, etc. into the workshops.</p> <p>Estimated cost: US\$150,000 Expected funding sources: Voluntary Contributions Year 2018–US\$75,000 Year 2019–US\$75,000</p> <p>(b) Adapt the 2016 ITTO Criteria and Indicators (C&amp;I) for SFM to African context.</p> <p>This Activity aims at adapting the 2016 ITTO Criteria and Indicators (C&amp;I) for SFM to African context, in view of strengthening cooperation and collaboration between ITTO and African member countries on C&amp;I, for the promotion of SFM contributing to make progress towards Sustainable Development Goals (SDGs) and Global Forest Goals (GFG)</p> <p>Estimated cost: US\$140,000 Expected funding sources: Voluntary Contributions Year 2018–US\$110,000 Year 2019–US\$30,000</p>	<ul style="list-style-type: none"> <li>Revised and updated C&amp;I for African tropical forests to be published in 2019 and disseminated for policy planning tasks and for use by all relevant stakeholders involved in SFM issues in ITTO member countries in Africa</li> </ul>	<p>(b) Funding received: US\$ NIL Funding pending: Year 2018 US\$ 110,000 Year 2019 US\$ 30,000</p> <p>This activity is pending financing.</p>
<p>9. Statistical capacity building workshops</p>	<p>Upon request, provide assistance (in liaison with FAO and other partners) to member countries to strengthen their statistics collection and enhance reporting.</p> <p>This activity was approved and received funding under the 2015-2016 BWP. It was impacted by the impairment of ITTO funds and a remaining budget of US\$7,101.10 has been proposed to be written off in accordance with Decision 6(LII). It is being included in the 2018-19 BWP to provided donors with an opportunity to continue to support the work originally approved.</p> <p>Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions Year 2018–US\$ 50,000 Year 2019–US\$ 50,000</p>	<ul style="list-style-type: none"> <li>Up to four country-level and/or regional workshops conducted in 2018 and 2019</li> </ul>	<p>Funding received: US\$ NIL Funding pending: Year 2018 US\$ 50,000 Year 2019 US\$ 50,000</p> <p>This activity is pending financing.</p> <p>ITTO has been invited to participate in a FAO statistical workshop to be held in Vietnam during the fourth quarter of 2018 with the exact date to be confirmed.</p>

**GROUP 2 - NORMATIVE WORK ON POLICY GUIDELINES OR OTHER STRATEGIC WORK**

Activity	Implementation Approach and Cost	Activity Targets	Implementation Status
<p>10. Developing and operationalizing ITTO's policy guidelines to members</p>	<p>(a) Operationalizing the ITTO Policy Guidelines on Gender Equality and Empowering Women</p> <p>Under the 2015-16 BWP, draft policy guidelines on Gender Equality and Empowering Women were developed for approval at ITTC53. This activity will facilitate operationalization of the guidelines across all ITTO activities and initiatives.</p> <p>Estimated cost: US\$185,000            Expected funding sources: Voluntary Contributions            Year 2018–US\$90,000            Year 2019–US\$95,000</p> <p>(b) Update the ITTO Guidelines for Forest Landscape Restoration</p> <p>Make provisions for ITTO, in collaboration with relevant international partners, to align the revision and update of the <i>ITTO Guidelines for the management of secondary tropical forests, the restoration of degraded tropical forests and the rehabilitation of degraded forest land</i> with global emerging issues and priorities. A remaining amount of \$18,000 was proposed to be written-off from an earlier related Activity in accordance with Council Decision 6(LII).</p> <p>Estimated cost: US\$140,000</p>	<ul style="list-style-type: none"> <li>Gender guidelines fully implemented in all of ITTO's operations</li> <li>Revised and updated ITTO guidelines to be published and disseminated for policy planning functions and for ground level implementation</li> </ul>	<p>(a)</p> <p>Funding received: US\$ 25,000            Funding pending: Year 2018 US\$ 65,000            Year 2019 US\$ 95,000</p> <p>In accordance with Decision 6 (LIII), the GEEW was posted on the ITTO website following its adoption at ITTC 53 in Lima, Peru. The process of Implementation of the GEEW commenced with the 53<sup>rd</sup> Expert Panel taking it into consideration and applying it during the evaluation of project proposals. Pending availability of funding, it is proposed that the GEEW be fully incorporated into the Revised ITTO Manual for Project Formulation.</p> <p>The Secretariat has actively raised awareness of the GEEW at every opportunity this year when attending other events/executing other activities.</p> <p>A discussion panel, led by CSAG in collaboration with TAG and with assistance from the Secretariat will be part of the ITTC 54 schedule, focusing on the role of women in achieving ITTO's objectives, including constraints and opportunities.</p> <p>(b)</p> <p>Funding received: US\$ 30,000            Funding pending: Year 2018 US\$ 60,000            Year 2019 US\$ 50,000</p> <p>ITTO has been engaged in analyzing Forest Landscape Restoration (FLR) programs of CPF members under the CPF Joint Initiative on FLR being implemented with GEF funds. ITTO signed a contract with IUCN (Executing Agency for the CPF Joint Initiative on FLR) and expects to receive an amount of US\$17,600 to carry out the analysis of FLR programs of CPF members. Two consultants (Prof J. Blaser and Dr C. Sabogal) are currently facilitating the analysis with an initial review of the</p>

Activity	Implementation Approach and Cost	Activity Targets	Implementation Status
	Expected funding sources: Voluntary Contributions Year 2018: US\$90,000 Year 2019: US\$50,000		revision of the ITTO Restoration Guidelines.  ITTO introduced a concept note of revising the ITTO Restoration Guidelines into new FLR guidelines as a CPF product at the CPF meeting on 18 July 2018 during the 24 <sup>th</sup> Session of the FAO Committee on Forestry (COFO 24).  ITTO is organizing Expert Group Meeting for FLR In the Tropics on 14-16 November 2018 in Bangkok, Thailand with financial support from Asia Forest Cooperation Organization (AFoCO) and logistical arrangement support from Royal Forest Department of Thailand. This Meeting in Bangkok aims to review opportunities for synergies of FLR programs of CPF members including the revision of the ITTO Restoration Guidelines.  Additional funding will be required in order to revise the ITTO Guidelines for Forest Landscape Restoration into new FLR guidelines as a CPF product under this activity.
11. Formulate a new ITTO Strategic Action Plan	Consultancy work and Working Group Meeting to prepare a draft of the next ITTO Strategic Action Plan for consideration of the Council at the 55 <sup>th</sup> ITTC.  Estimated cost: US\$200,000 Expected funding source: Voluntary contributions Year 2019-US\$200,000	<ul style="list-style-type: none"> <li>New ITTO Strategic Action Plan formulated and approved</li> </ul>	Funding received: US\$ NIL Funding pending: Year 2019 US\$ 200,000  This activity is pending financing.

**GROUP 3 - COLLABORATIVE WORK/MEETINGS WITH OTHER ORGANIZATION/INITIATIVES**

Activity	Implementation Approach and Cost	Activity Targets	Implementation Status
12.Prevention and management of fire in tropical timber-producing forests	<p>Assist the participation of ITTO forest fire related project teams/stakeholders in national/regional forest fire meetings and in the 7<sup>th</sup> International Wildland Fire Conference (IWFC) which will be held in May 2019 in Campo Grande, Mato Grosso do Sul, Brazil in collaboration with FAO, UN International Strategy for Disaster Reduction (UNISDR), Global Fire Monitoring Center, USFS and other partners. The theme of the 7th IWFC is related to integrated fire management in the context of achieving SDG and climate goals and its objectives include meeting the challenges of the Sendai Framework for Disaster Risk Reduction (SFDRR). The 7th IWFC is being hosted by the Ministry of Environment of Brazil through IBAMA.</p> <p>Estimated cost: US\$100,000            Expected funding sources: Voluntary Contributions            Year 2018–US\$80,000            Year 2019–US\$20,000</p>	<ul style="list-style-type: none"> <li>• Assistance to 5 ITTO forest fire project team members' participation in national/regional meetings in 2018</li> <li>• Assistance to 15 ITTO forest fire project team members' participation in the 7th IWFC in 2019</li> <li>• Organization of ITTO side event on effective prevention and management of forest fire at 7th IWFC</li> </ul>	<p>Funding received: US\$ NIL            Funding pending: Year 2018 US\$ 80,000            Year 2019 US\$ 20,000</p> <p>This activity is pending financing.</p> <p>The Secretariat will attend a planning meeting for the 7<sup>th</sup> International Wildland Fire Conference, IWFC to be held in Freiburg, Germany, 12-14 October 2018 (with some financial support from IWFC).</p> <p>Any further participation/involvement in the IWFC will require additional funding of this activity.</p>
13.International conference on halting deforestation and increasing forest area	<p>Assist the participation of ITTO stakeholders in the "International Conference on Halting Deforestation and Increasing Forest Area: from Aspiration to Action" which will take place for 3 days in February 2018 at FAO Headquarters in Rome. This international conference is a joint CPF initiative. The estimated total budget for the conference is US\$400,000. FAO already secured around a third of this amount and is seeking contributions from other donors (including CPF members) to cover the remainder.</p> <p>Estimated cost: US\$50,000            Expected funding sources: Voluntary Contributions            Year 2018-US\$50,000</p>	<p>Support to and participation in the International Conference on Halting Deforestation and Increasing Forest Area.</p>	<p>Funding received: US\$ NIL            Funding pending: Year 2018 US\$ 50,000</p> <ul style="list-style-type: none"> <li>• Despite the fact that this activity is pending funding, ITTO succeeded in assisting the participation of relevant ITTO stakeholders particularly from the private sector (funded by the UN FAO) and contributed in kind to planning, leading and executing 2 panels at the conference held in February 2018.</li> <li>• ITTO actively contributed within the CPF Partnership in drafting the outputs of the conference towards the Co-Chairs' Summary Report on Key Messages: Key Action to Achieve SDG 15.2 and GFG 1.1 to the UNFF13 in May 2018 and the HLPF July 2018.</li> </ul>
14.Cooperation and consultation with the CPF, UNFF and others	<p>Promoting and integrating the role of productive forest and trade in major global processes (UNFF, CPF, UNFCCC, UNCCD, CBD, UN Environment, and UNCTAD etc.) for achieving SDG and Global Forest Goals through sustainable forest management and</p>	<ul style="list-style-type: none"> <li>• Participation of ITTO in UNFF13 in 2018 and up to four CPF meetings in 2018 and 2019</li> </ul>	<p>Funding received: US\$ 25,000            Funding pending: Year 2018 US\$ 50,000            Year 2019 US\$ 75,000</p> <p>ITTO participated in the 13<sup>th</sup> Session of the UNFF in</p>

Activity	Implementation Approach and Cost	Activity Targets	Implementation Status
	<p>legal and sustainable supply chains.</p> <p>Estimated cost: US\$150,000            Expected funding sources: Voluntary Contributions            Year 2018–US\$75,000            Year 2019–US\$75,000</p>	<p>Contributions to up to three CPF joint initiatives in 2018 and 2019</p>	<p>May 2018 and the 24<sup>th</sup> Session of the FAO Committee on Forestry (COFO 24) in July 2018. ITTO collaboration with CPF members has been strengthened concerning forest landscape restoration and through the ‘Sustainable Wood for a Sustainable World’ (SW4SW) initiative adopted in May 2018 as a Joint Initiative of CPF.</p> <p>The Secretariat is planning to participate in the Workshop on Reporting on Global Forest Goals and targets of the UN Strategic Plan on Forests 2030 on 14-16 November 2018 at FAO HQ; Global Landscapes Forum Bonn on 1-2 December; and part of UNFCCC COP24 (3-14 Dec 2018, Katowice, Poland) with a side event entitled “Restoring Degraded Tropical Forests: Reconciling carbon, biodiversity and community resilience”. Participation at the GLF and the UNFCCC COP24 is expected to be in partnership with some of the other CPF members.</p>
<p>15. Collaboration on criteria and indicators for SFM</p>	<p>This work was also facilitated by a similar activity under the 2015-2017 BWP that was partially funded; this activity will continue and expand on the work provided for in 2015-2017.</p> <p>Participate in international C&amp;I related meetings/discussions/initiatives, including the CPF Task Force on Streamlining Forest Reporting, initiatives to take advantage of synergies between ITTO and FAO forest reporting (SFM Tropics and FRA including the Collaborative Forest Resources Questionnaire) and relevant meetings of other C&amp;I processes.</p> <p>Estimated cost: US\$50,000            Expected funding sources: Voluntary Contributions            Year 2018–US\$25,000            Year 2019–US\$25,000</p>	<ul style="list-style-type: none"> <li>• Relevant meetings attended</li> <li>• collaboration with FAO FRA enhanced</li> </ul>	<p>Funding received: US\$ NIL            Funding pending: Year 2018 US\$ 25,000            Year 2019 US\$ 25,000</p> <p>This activity is pending financing.</p>

**GROUP 4 - COMMUNICATION AND OUTREACH-RELATED WORK**

Activity	Implementation Approach and Cost	Activity Targets	Implementation Status
16. ITTO communication strategy	<p>Develop a communication strategy to optimize the use of ITTO's knowledge, communication resources and outreach capabilities in fulfilling the Organization's mission and to facilitate and accelerate fundraising tailored to specific target groups.</p> <p>Estimated cost: US\$70,000            Expected funding sources: Voluntary contributions            Year 2018-US\$35,000            Year 2019-US\$35,000</p>	<ul style="list-style-type: none"> <li>• A strategy that sets out the Organization's communication programme, and the tools, approaches, stakeholders and timing for its implementation</li> <li>• Actions aimed at raising awareness and building capacity for the effective implementation of the communication strategy</li> </ul>	<p>Funding received: US\$ NIL            Funding pending: Year 2018 US\$ 35,000            Year 2019 US\$ 35,000</p> <p>This activity is pending financing.</p>
17. ITTO Tropical Forest Update (TFU)	<p>Regular work.</p> <p>Estimated cost: US\$520,000            Expected funding sources: Core Operational Costs            Year 2018-US\$260,000            Year 2019-US\$260,000</p>	<p>Up to four TFU issues per year published and distributed in three ITTO working languages</p>	<p>Funding received: Fully funded (Core Operational Costs)</p> <p>At the time of preparation of this report, three issues of TFU have been published, i.e.:</p> <ul style="list-style-type: none"> <li>• 27/1, "Putting the pieces together", highlighting the potential of sustainable forestry to supply wood and environmental services for a growing global population.</li> <li>• 27/2, "The buzz on green supply chains", illustrating how tropical-timber supply chains could bring benefits to all stakeholders, from forest owners to end consumers.</li> <li>• 27/3 "Keeping track of the forest", highlighting ITTO's recent efforts in helping forest managers in the collection and analysis of field data for monitoring tropical forests and tracking their harvested products.</li> </ul> <p>TFU is distributed in hard-copy to more than 15,000 individuals and organizations in more than 160 countries. It is also available online and through the TFU app.</p>



<p>18.Public relations, education and outreach</p>	<p>Regular work. Continue to ensure that ITTO reaches as wide an audience as possible by:</p> <p>(a) Communications activities (website, reports, PR, etc.): Undertaking regular communication and outreach activities including, inter alia, improvements and updates to the ITTO website in the three official languages plus Japanese; publishing and disseminating relevant ITTO reports –including annual reports, project and activity reports, newsletters, among others–; producing and disseminating public relations materials (brochures, calendars, infographics, pamphlets, posters, videos, etc.); enhancement of photographic material that conveys the work of the Organization; and other ad hoc initiatives in collaboration other partners when relevant.</p> <p>Estimated cost: US\$230,000 Expected funding sources: Core Operational Costs Year 2018–US\$115,000 Year 2019–US\$115,000</p> <p>(b) (Outreach activities (booths and/or side events at relevant international fora): Exhibiting the work of ITTO at relevant international events during the</p>	<ul style="list-style-type: none"> <li>• Up to two new policy/technical series documents published and disseminated</li> <li>• An edition of Tropical Forest News newsletter published every two months,</li> <li>• New videos, posters, and pamphlets published</li> <li>• Two annual reports in three languages published</li> <li>• Photo database enhanced</li> <li>• Design and functionality of the ITTO website improved</li> <li>• Exhibiting the work of ITTO at up to five international fora</li> </ul>	<p>Funding received: Fully funded (Core Operational Costs)</p> <p>(a) <u>ITTO website:</u> ITTO has relaunched its website at www.itto.int with a fresh look and more intuitive navigation aimed at making it easier for users to find the information they need.</p> <p><u>Social media:</u> ITTO has continued to promote and disseminate its work through Facebook, Instagram, Twitter and YouTube.</p> <p><u>Promotional materials:</u> ITTO has continued to publish its e-newsletter Tropical Forest News in 2018, which currently has approximately 2,600 subscribers. In addition other promotional materials have been produced.</p> <p><u>Annual report and project/activity reports:</u> The ITTO annual report 2017 has been published and disseminated, as well as other reports and publications. At the time of preparation of this report a new ITTO Technical Series publication, describing the European wood-furniture sector was under production.</p> <p><u>Public relations:</u> ITTO conducted several PR activities in collaboration with relevant authorities of its host country (Japan).</p> <p>Funding received: Fully funded (Core Operational Costs)</p> <p>(b) ITTO has staffed a booth and distributed relevant publications and other materials at a number of events in 2018 and a number of additional events</p>
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	<p>biennium [e.g. COFO-24 (July 2018 in Rome); Ramsar COP13 (October 2018 in Dubai); CBD COP-14 (November 2018 in Egypt); UNFCCC COP-24 &amp; COP-25 (in 2018 and in 2019); CITES COP-18 (2019 in Sri Lanka); XXV IUFRO World Congress (September/October 2019 in Brazil)], and other fora not covered under other BWP activities.</p> <p>Estimated cost: US\$180,000                  Expected funding sources: Core Operational Costs                  Year 2018–US\$90,000                  Year 2019–US\$90,000</p>		<p>are scheduled for the remainder of 2018 and 2019, including the IUFRO World Congress, the Asia-Pacific Forestry Week and the UNFCCC COP 24 (application for booth and side-event submitted).</p> <p>The Council will receive an update on communications and outreach related work under Item 10(c) of the Provisional Agenda.</p>
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**GROUP 5 - ANALYTICAL, STATISTICAL AND OTHER RECURRING WORK**

Activity	Implementation Approach and Cost	Activity Targets	Implementation Status
19. Trade (TAG) and Civil Society (CSAG) Advisory Group involvement	<p>Regular work. Encourage support for the participation of TAG and CSAG members in Council Sessions.</p> <p>Estimated cost: US\$80,000            Expected funding sources: Voluntary Contributions            Year 2018–US\$40,000            Year 2019–US\$40,000</p>	<ul style="list-style-type: none"> <li>At least four representatives from TAG and CSAG assisted to participate in the Sessions of the Council in 2018 and 2019</li> </ul>	<p>Funding received: US\$ 40,000            Funding pending: Year 2018 US\$ NIL            Year 2019 US\$ 40,000</p> <p>Assistance has been provided by the Secretariat for the participation of CSAG and TAG at the 54<sup>th</sup> Session of the ITTC.</p>
20. ITTO Annual Market Discussion	<p>Regular work. The themes for the Annual Market Discussions will be determined at the Council Sessions immediately preceding the discussions.</p> <p>Estimated cost: US\$70,000            Expected funding sources: Core Operational Costs            Year 2018–US\$35,000            Year 2019–US\$35,000</p>	<ul style="list-style-type: none"> <li>ITTO Annual Market Discussions convened in 2018 and 2019</li> </ul>	<p>Funding received: Fully funded (Core Operational Costs)</p> <p>With the approved financing of US\$35,000 under Core Operational Costs of the Administrative Budget for 2018, the Secretariat is collaborating with TAG in the preparations and conduct of the ITTO Annual Market Discussion 2018 on the theme ‘Private Sector Tropical Timber Promotion Initiatives – An Opportunity for Collaboration’ in conjunction with the Fifty-fourth Session of ITTC in Yokohama, Japan from 5 to 9 November 2018.</p>
21. Expert Panel for Technical Appraisal of Project Proposals	<p>Regular work. Convene up to two Expert Panel meetings each year.</p> <p>Estimated cost: US\$280,000            Expected funding sources: Core Operational Costs            Year 2018–US\$140,000            Year 2019–US\$140,000</p>	<ul style="list-style-type: none"> <li>Meetings of the Expert Panel convened in 2018 and 2019</li> </ul>	<p>Funding received: Fully funded (Core Operational Costs)</p> <p>The Fifty-third Expert Panel was convened in Yokohama, Japan on 9-13 July 2018. The report will be presented to the Joint Committees under Agenda Item 1 [Document ITTC/EP-53].</p>
22. ITTO Fellowship Programme	<p>Regular work. The objective of the Fellowship Programme is to develop human resources and enhance professional expertise in member countries in tropical forestry and related disciplines, with a view to promoting sustainable management of tropical forests, efficient utilization and processing of tropical timber, and better economic information on the international trade in tropical timber.</p> <p>Estimated cost: US\$400,000            Expected funding sources: Voluntary Contributions            Year 2018–US\$200,000            Year 2019–US\$200,000</p>	<ul style="list-style-type: none"> <li>65-70 fellowships awarded in 2018 and 2019</li> <li>Fellowship alumni network maintained</li> </ul>	<p>Funding received: US\$ 76,799            Funding pending: Year 2018 US\$ 123,201            Year 2019 US\$ 200,000</p> <p>The Progress report on the implementation of the ITTO Fellowship Programme [Document ITTC(LIV)/5] will be presented to the 54<sup>th</sup> Session of the ITTC under Provisional Agenda Item 10(d)(1).</p> <p>The Fellowship Selection Panel will meet during the Fifty-fourth Session of the Council and will make recommendations for awards under the Fellowship Cycle 2018 to the Council.</p>

23. ITTO Market Information Service (MIS)	<p>Regular work.</p> <p>Estimated cost : US\$420,000          Expected funding sources: Core Operational Costs          Year 2018–US\$210,000          Year 2019–US\$210,000</p>	<ul style="list-style-type: none"> <li>• Up to forty-six TTMRs published in 2018 and 2019 (23 issues per year)</li> </ul>	<p>Funding received: Fully funded          (Core Operational Costs)</p> <p>With the approved financing of US\$210,000 under Core Operational Costs of the Administrative Budget for 2018, twenty-three issues of the TTMR are scheduled to be published in 2018.</p>
24. Enhancement of statistical work and databases on statistics	<p>Regular work. The Secretariat will under activities to improve statistical databases, maintain access to international forest products trade databases and to maintain involvement in the Inter-secretariat Working Group on Forest Statistics and the Joint Forest Sector Questionnaire process.</p> <p>Estimated cost: US\$40,000          Expected funding sources: Core Operational Costs          Year 2018–US\$20,000          Year 2019–US\$20,000</p>	<ul style="list-style-type: none"> <li>• Participation in two meetings of the Inter-secretariat Working Group in 2018 and 2019</li> <li>• Updating and refinement of JFSQ</li> </ul>	<p>Funding received: Fully funded          (Core Operational Costs)</p> <p>In 2018, ITTO participated in the meeting of the Inter-secretariat Working Group on Forest Statistics (IWGFS) held in Luxembourg on 22-23 Feb. 2018. The modification of the Joint Forest Sector Questionnaire (JFSQ) was the main topic of the meeting. ITTO with its partner Organizations (FAO, Eurostat, UNECE) discussed the implementation of new products definitions in the questionnaire which comply with the current HS2017 nomenclature. The IWGFS agreed to exclude veneer from the wood based panel aggregate. Thus, veneer becomes a category on its own in the questionnaire.</p> <p>In 2019, the IWGFS will be organized at ITTO headquarters in Yokohama.</p>
25. Biennial review and assessment of the world timber situation	<p>Regular work. Preparation of the draft elements for the biennial review and assessment of the world timber situation for 2017-2018 in 2018 and publication of the biennial review and assessment of the world timber situation for 2017-2018 in the first half of 2019.</p> <p>Estimated cost: US\$100,000          Expected funding sources: Core Operational Costs          Year 2018–US\$50,000          Year 2019–US\$50,000</p>	<ul style="list-style-type: none"> <li>• Draft elements considered at the Fifty-fourth Session of the Council in 2018</li> <li>• Biennial review and assessment published in 2019</li> </ul>	<p>Funding received: Fully funded          (Core Operational Costs)</p> <p>The draft elements for the Biennial Review and Assessment of the World Timber Situation for 2017-2018 will be presented to and considered by the ITTC at its Fifty-Fourth Session in 2018. The Biennial Review and Assessment of the World Timber Situation 2017-2018 will be published in the first half of 2019.</p>

<p>26. Status of tropical forest management 2019 report</p>	<p>Make provisions for work on the preparation of ITTO's third report on the State of Tropical Forest Management (SFM Tropics 2019). Analysis will be conducted for SFM progress against the baseline set in the SFM Tropics 2005 and 2011 reports.</p> <p>Estimated cost: US\$500,000  Expected funding sources: Voluntary Contributions  Year 2018–US\$350,000  Year 2019–US\$150,000</p>	<ul style="list-style-type: none"> <li>• SFM Tropics 2019 report published by the end of 2019</li> <li>• Special TFU published summarizing findings of SFM Tropics 2019 report</li> </ul>	<p>Funding received: US\$ NIL  Funding pending: Year 2018 US\$ 350,000  Year 2019 US\$ 150,000</p> <p>This activity is pending financing.</p>
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**ADMINISTRATIVE AND FINANCIAL ACTIVITIES (No FINANCIAL REQUIREMENTS)**

Activity	Implementation Approach and Cost	Activity Targets	Implementation Status
27. Consider the progress in the implementation of the ITTO Biennial Work Programme for 2018-2019. <i>[ITTA, 2006, Article 24]</i> <i>[ITTC Decisions 7(XXV), 2(XXXI), 9(XXXIV)]</i>	Regular Sessions' work.	<ul style="list-style-type: none"> <li>Progress reviewed at the Fifty-fourth and Fifty-fifth Sessions of the Council in 2018 and 2019</li> </ul>	The Council will consider the progress in the implementation of the ITTO BWP 2018 – 2019 under Item 10 of the Provisional Agenda [Document ITTC(LIV/4)].
28. Consider the Draft ITTO Biennial Work Programme for 2020-2021. <i>[ITTC Decisions 7(XXV), 2(XXXI), 9(XXXIV)]</i>	Regular Sessions' work.	<ul style="list-style-type: none"> <li>Draft ITTO Biennial Work Programme for 2020-2021 will be considered at the Fifty-fifth Session of the Council in 2019</li> </ul>	The draft BWP 2020-2021 will be prepared in 2019 for consideration at the 55 <sup>th</sup> ITTC.
29. Decide on eligibility of approved actions, projects and pre-projects for funding out of Sub-account B of the Bali Partnership Fund. <i>[ITTA, 2006, Article 21]</i> <i>[ITTC Decision 4(XXX)]</i>	Regular Sessions' work. The Panel established under ITTC Decision 4(XXX) advises the Council on eligibility of actions, pre-projects and projects for funding out of Sub-Account B.	<ul style="list-style-type: none"> <li>Decisions taken at the Fifty-fourth and Fifty-fifth Sessions of the Council in 2018 and 2019</li> </ul>	The Panel on Sub-Account B of the Bali Partnership Fund Account will meet during the Fifty-fourth Session of the Council and advise on eligibility for funding out of Sub-account B.
30. Decide on project work, including financing, taking into account the recommendations made by the Committees on project proposals and on-going and completed approved projects. <i>[ITTA, 2006, Articles 20, 21, 25]</i>	Regular Sessions' work.	<ul style="list-style-type: none"> <li>Decisions taken at the Fifty-fourth and Fifty-fifth Sessions of the Council in 2018 and 2019</li> </ul>	The Council at its Fifty-fourth Session will review the recommendations of the Committees and will decide on project work including financing.

<p>31. Make allocations from unearmarked funds available in the Bali Partnership Fund and/or Special Account to fund implementation of eligible approved actions, projects and pre-projects. <i>[ITTA, 2006, Article 21]</i> <i>[ITTC Decision 4(XXX)]</i></p>	<p>Regular Sessions' work. The Panel established under ITTC Decision 4(XXX) advises Council on allocations of unearmarked funds.</p>	<ul style="list-style-type: none"> <li>• Allocations made at the Fifty-fourth and Fifty-fifth Sessions of the Council in 2018 and 2019</li> </ul>	<p>The Panel on Sub-Account B of the Bali Partnership Fund Account will meet during the Fifty-fourth Session of the Council to decide on allocations from available unearmarked funds.</p>
<p>32. Consider progress in the implementation, monitoring and evaluation of pre-projects, projects and activities under the Thematic Programmes Sub-Account. <i>[ITTA, 2006, Article 20(6)]</i> <i>[ITTC Decisions 9(XLIV), 10(XLIV)]</i></p>	<p>Regular Sessions' work</p>	<ul style="list-style-type: none"> <li>• Progress considered at the Fifty-fourth and Fifty-fifth Sessions of the Council in 2018 and 2019</li> </ul>	<p>The progress report on the implementation of the Thematic Programmes will be presented to the Council under Item 11 of the Provisional Agenda [Document ITTC(LIV)/7].</p>
<p>33. Consider the reports of the Informal Advisory Group (IAG). <i>[ITTC Decisions 3(XXII), 5(XXVI)]</i></p>	<p>Regular Sessions' work.</p>	<ul style="list-style-type: none"> <li>• Report of the Thirty-second and Thirty-third Meetings of the IAG considered at the Fifty-fourth and Fifty-fifth Sessions of the Council in 2018 and 2019</li> </ul>	<p>The Council will receive the Report of the IAG under Item 9 of the Provisional Agenda [Document ITTC(LIV)/2].</p>
<p>34. Review the results of relevant project and policy work of the Committees. <i>[ITTA, 2006, Articles 24, 26]</i></p>	<p>Regular Sessions' work.</p>	<ul style="list-style-type: none"> <li>• Reports of the Committees presented at the Fifty-fourth and Fifty-fifth Sessions of the Council in 2018 and 2019</li> </ul>	<p>The Council will consider and approve the reports of the Associated Committees, under Item 17 of its Provisional Agenda including relevant project and policy work.</p>

35. Approve selected projects for ex-post evaluation following procedures outlined in ITTC Decision 3(XXVIII). <i>[ITTC Decision 3(XXVIII)]</i>	Regular Sessions' work.	<ul style="list-style-type: none"> <li>Projects selected for ex-post evaluation approved at the Fifty-fourth and Fifty-fifth Sessions of the Council in 2018 and 2019</li> </ul>	The Council will consider and approve the reports of the Associated Committees, under Item 17 of its Provisional Agenda, including any recommendations of selected projects for ex-post evaluation.
36. Consider and, if appropriate, take action to disseminate information on project findings and results. <i>[ITTA, 2006, Article 26]</i>	Regular Sessions' work.	<ul style="list-style-type: none"> <li>Dissemination considered at the Fifty-fourth and Fifty-fifth Sessions of the Council in 2018 and 2019</li> </ul>	Information on project findings and results are available on the ITTO website, in particular the project search function, the TFU, the electronic newsletter Tropical Forest News, the ITTO YouTube channel, outreach materials and in the Annual Reports.
37. Consider the reports of mid-term and ex-post evaluations on on-going and completed projects. <i>[ITTA, 2006, Articles 24, 26]</i>	Regular Sessions' work.	<ul style="list-style-type: none"> <li>Reports considered at the Fifty-fourth and Fifty-fifth Sessions of the Council in 2018 and 2019</li> </ul>	Due to the impairment no projects have been selected for evaluation in 2017 and there are no reports to be considered at the 54th ITTC.
38. Review the independent audited statements for the 2017 and 2018 financial years, and make recommendation to the Council for their approval. <i>[ITTA, 2006, Article 26(3)]</i>	Regular Sessions' work.	<ul style="list-style-type: none"> <li>Reports of independent auditors disseminated to members and summaries published in ITTO Annual Reports in 2018 and 2019</li> </ul>	The report of the independent auditors of the 2017 Financial Year will be reviewed by the CFA at its Thirty-third Session, [Document CFA(XXXIII)/6]. The CFA may recommend approval of the report to the Council.
39. Examine and make recommendations to Council, regarding the approval of the Organization's administrative budget proposals for the financial years 2019 and 2020. <i>[ITTA, 2006, Article 26(3)]</i>	Regular Sessions' work.	<ul style="list-style-type: none"> <li>Budget proposals will be included in Thirtieth and Thirty-first CFA Reports to be presented at the Fifty-fourth and Fifty-fifth Sessions of the Council in 2018 and 2019</li> </ul>	The Council approved the draft Biennial Administrative Budget for the Years 2018 and 2019 at the 53rd ITTC held in Lima, Peru.



<p>40. Review the assets of the Organization to ensure prudent asset management and that the Organization has sufficient reserves to carry out its work. <i>[ITTA, 2006, Article 26(3)]</i></p>	<p>Regular Sessions' work.</p>	<ul style="list-style-type: none"> <li>• Report of the independent auditors for the financial years 2017 and 2018 presented at the Fifty-fourth and Fifty-fifth Sessions of the Council in 2018 and 2019</li> <li>• Meetings and reports of the investment oversight panel as appropriate</li> </ul>	<p>The CFA will conduct a review of the Organization's assets at its Thirty-third Session as part of the regular work.</p>
<p>41. Examine and make recommendations to Council, on the budgetary implications of the Organization's work programme, and the actions that might be taken to secure the resources needed to implement it. <i>[ITTA, 2006, Article 26(3)]</i></p>	<p>Regular Sessions' work.</p>	<ul style="list-style-type: none"> <li>• Decision on the ITTO Biennial Work Programme 2018-2019 presented at the Fifty-third Session of the Council in 2017</li> </ul>	<p>The Committee on Finance and Administration will conduct a review at its Thirty-third Session as part of the regular work.</p>

**ANNEX 1**  
**Activity Relevance and Responsible Body**

Activity	ITTA/ITTC	ITTO SAP*	UNSPF*	Responsible Body
<b>GROUP 1 – FIELD ORIENTED ACTIVITIES WITH ENGAGEMENT OF/WORK IN MEMBER COUNTRIES</b>				
1. Incentives for green-growth value chain investments in tropical forests	Decisions 2(XXXIX), 1(XLI) and 2(XVIII)	SP1, SP2, SP4	GFG1, GFG2, GFG4	Council/ Joint Committees
2. Building legal and sustainable forest product supply chains	Articles 1(d), (k), (n), (o)	SP1, SP2	GFG2, GFG5	CEM
3. Strengthening Participation of the Private Sector in the Work of ITTO: Industry-led legality compliance/due care training	CEM/CFI (L)/4 Report item 9 (IV) and (v); Annex C	SP2, SP6	GFG-6	Council/ CEM, CFI
4. Enhancing teak management	Articles 1(a), (c), (d), (f), (h), (i), (j), (k), (l), (m), (r)	SP1, SP2, SP5, SP6	GFG2, GFG6	CFI
5. Restoration, conservation and sustainable use of mangrove ecosystems	Articles 1(f), (j), (m), (q), (r), (s)	SP4, SP6	GFG1, GFG3, GFG6	CRF
6. Enhance cooperation between ITTO and CITES.	Article 15; Decisions 3(XVI), 7(XXXIV), 2(XXXVII), 5(XLVI)	SP2, SP3, SP6	GFG1, GFG2, GFG5, GFG6	Council
7. Independent market monitoring of FLEGT-licensed timber	Articles 1(d), (k), (n), (o)	SP1, SP2, SP5	GFG2, GFG5, GFG6	CEM
8. Monitor progress in the application of criteria and indicators for sustainable forest management	Decisions 5(XXX), 9(XXX), 4(XXXIV)	SP1	GFG5, GFG6	Council/ CRF
	Decisions 5(XXX), 9(XXX), 4(XXXIV)	SP1	GFG5, GFG6	Council/ CRF
9. Statistical capacity building workshops	Article 28(5)	SP5, SP6	GFG6	CEM
<b>GROUP 2 – NORMATIVE WORK ON POLICY GUIDELINES OR OTHER STRATEGIC WORK</b>				
10. Developing and operationalizing ITTO's policy guidelines to members	Decision 2(L)	SP1-6	GFG6	Council
	Articles 1(c), (f), (j), (l), (m), (o), (p); Decisions 6(XXXIII), 4(XXXV), 6(XLVI), 4(XLIX)	SP1, SP3, SP4, SP6	GFG5,GFG6	CRF
11. Formulate a new ITTO Strategic Action Plan	Article 24(3)	Cross-cutting	Cross-cutting	Council
<b>GROUP 3 – COLLABORATIVE WORK/MEETINGS WITH OTHER ORGANIZATIONS/INITIATIVES</b>				
12. Prevention and management of fire in tropical timber-producing forests	Article 1(m); Decision 6(XXXIII)]	SP4	GFG1, GFG6	CRF

13. International conference on halting deforestation and increasing forest area	Articles 1(f), (j), (m), (q)	SP4	GFG1, GFG6	Council
14. Cooperation and consultation with the CPF, UNFF and others	Article 15; Decision 7(XXX)	SP6	GFG6	Council
15. Collaboration on criteria and indicators for SFM	Decisions 3(XXVI), 5(XXX), 9(XXX), 4(XXXIV)	SP1	GFG5, GFG6	Council/ CRF
<b>GROUP 4 – COMMUNICATIONS AND OUTREACH RELATED WORK</b>				
16. ITTO communication strategy.	Article 1, Decision 5(XXVII)	SP5, SP6	GFG6	Council
17. ITTO Tropical Forest Update (TFU)	ITTA, 2006, Articles 27, 28	SP5	GFG6	Council
18. Public relations, education and outreach	Article 1, Decision 5(XXVII)	SP5, SP6	GFG6	Council
	Article 1, Decision 5(XXVII)	SP5, SP6	GFG6	Council
<b>GROUP 5 – ANALYTICAL, STATISTICAL, AND OTHER RECURRING WORK</b>				
19. Trade (TAG) and Civil Society (CSAG) Advisory Group involvement	Decisions 9(XXVIII), 2(XXXII)	SP6	GFG6	Council
20. ITTO Annual Market Discussion	Article 1(e), (h)	SP5	GFG6	Joint Committees
21. Expert Panel for Technical Appraisal of Project Proposals	Article 26; Decisions 6(IX), 2(X), 7(XXI), 7(XXII)	SP1-SP6	GFG1-GFG6	Council and Committees
22. ITTO Fellowship Programme	Decision 4(XXVII)	SP6	GFG6	Council
23. ITTO Market Information Service (MIS)	Articles 27, 28	SP2, SP5	GFG2, GFG6	CEM
24. Enhancement of statistical work and databases on statistics	Article 27	SP5	GFG6	CEM
25. Biennial review and assessment of the world timber situation	Article 28	SP5	GFG6	Council
26. Status of tropical forest management 2019 report	Article 28(4a)	SP1, SP5	GFG 6	Council

\*see reference tables below

## Reference Tables

### ITTO SAP Strategic Priorities (SPs):

SP 1	Promote good forest governance and financing for sustainable forest management
SP 2	Increase the contribution of tropical forests to national and local economies through international trade
SP 3	Enhance the contribution of tropical timber producing forests to the conservation and sustainable use of biodiversity
SP 4	Reduce tropical deforestation and forest degradation and enhance provision of environmental services
SP 5	Improve the quality and availability of information on tropical forests, timber markets and trade
SP 6	Build and develop human resource capacity to implement SFM and increase trade in forest goods and services from sustainably managed forests

### UNSPF Global Forest Goals (GFGs):

GFG 1	Reverse the loss of forest cover worldwide through sustainable forest management, including protection, restoration, afforestation and reforestation, and increase efforts to prevent forest degradation and enhance the contribution of forests to climate change
GFG 2	Enhance forest-based economic, social and environmental benefits, including by improving the livelihoods of forest-dependent people
GFG 3	Increase significantly the area of protected forests worldwide and other areas of sustainably managed forests, as well as the proportion of forest products from sustainably managed forests
GFG 4	Mobilize significantly increased, new and additional financial resources from all sources for the implementation of sustainable forest management and strengthen scientific, technical and technological cooperation and partnerships
GFG 5	Promote sustainable governance frameworks to implement sustainable forest management, including through the United Nations forest instrument, and enhance the contribution of forests to the 2030 Agenda for Sustainable Development
GFG 6	Enhance cooperation, coordination, coherence and synergies on forest-related issues at all levels, including within the United Nations system and across CPF member organizations, as well as across sectors and relevant stakeholders