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DRAFT ITTO BIENNIAL WORK PROGRAMME FOR 2021-2022

[Item 12(b) of the Provisional Agenda]

Decision 9(XXXIV), adopted by the Council at its Thirty-fourth Session, requested the Executive Director to develop a Biennial Work Programme (BWP) which prioritizes and allocates resources for specific activities under the Organization's Action Plan. The Secretariat has prepared this draft BWP containing proposed activities for 2021-2022, taking into account the ITTA, 2006, the Strategic Action Plan 2013-2018 (SAP; extended through 2020), the Progress Report on the Implementation of the ITTO Biennial Work Programme for 2018-2019 [extended to 2020, Document ITTC(LVI)/4] and inputs received from Member Countries, the Trade Advisory Group (TAG) and the Civil Society Advisory Group (CSAG).

With a view to provide a coherent structure to the activities under the BWP, the proposed activities have been categorized according to their nature, with separate categories for Group 1 – Field Oriented Activities with Engagement of/Work In Member Countries; Group 2 – Normative Work on Policy Guidelines or Other Strategic Work; Group 3 – Collaborative Work with Other Organizations/Initiatives Including Meetings; Group 4 – Communications and Outreach Related Work; Group 5 – Analytical, Statistical; and Other Recurring Work and Financial and Administrative Activities having no financial requirements. In order to link the BWP to the relevant overarching goals of ITTO and the global community, each activity from Groups 1-5 contains a reference to the strategic priority(ies) it would contribute to under the SAP, as well as which global forest goals (and thus which sustainable development goals) it would contribute to under the UN Strategic Plan on Forests (UNSPF). Under Decision 8(LV) 'Implementing ITTO's New Financing Architecture – Phase I', the new ITTO Programmatic Approach and Programme Lines have been approved for a pilot phase from 2020-2022. As the modalities for the implementation of the new approach are still under development, a number of activities that will directly fall under the Programme Lines have been included under this BWP and an additional reference to the respective Programme Line has been included for those activities.

A reference table is provided with descriptions of the Strategic Priorities (SP), Global Forest Goals (GFG) and Programme Lines (PL).

The Annex to the draft BWP contains the Terms of Reference for the proposed activities that require financing (i.e. Groups 1-5), providing background information, description of activities, expected outcomes, duration and target countries/regions involved. Information on implementation approach and estimated costs are included indicating expected budgetary requirements.

The proposed activities together with the project work under the ITTO regular project cycle and ITTO Thematic Programmes will contribute towards achieving the expected outcomes of the SAP. The implementation of the BWP will be monitored, reviewed and evaluated as part of an iterative process in formulating the Biennial Work Programme for 2023-2024. The Council may wish to consider and approve this draft BWP for 2021-22.

The funding sought under this BWP can be divided as follows:

Source	2021	2022	Biennium Total*
Core budget	US\$ 930,000	US\$ 930,000	US\$ 1,860,000
Voluntary Contributions**	US\$ 2,050,000	US\$ 2,296,760	US\$ 4,346,760
Total	US\$ 2,980,000	US\$ 3,226,760	US\$ 6,206,760

* Activity 6 is supported by a EU Grant and is not included

**Incl. 15% Programme Support

SUMMARY OF THE BIENNIAL WORK PROGRAMME FOR 2021-2022

Part 1 – TECHNICAL ACTIVITIES REQUIRING FINANCING

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

No.	Activity	Status
1	Incentives for green-growth value chain investments in tropical forests	ongoing
2	Building legal and sustainable forest product supply chains	ongoing
3	Strengthening Participation of the Private Sector in the Work of ITTO	ongoing
4	Enhancing teak management	ongoing
5	Enhance cooperation between ITTO and CITES	ongoing
6	Independent market monitoring of FLEGT-licensed timber	ongoing
7	a) Criteria and indicators workshops	ongoing
	b) Adapting the 2016 ITTO Criteria and Indicators (C&I) for SFM to African context	ongoing
8	Statistical capacity building workshops	ongoing
9	Prevention and management of fire in tropical timber-producing forests	ongoing

GROUP 2 – NORMATIVE WORK ON POLICY GUIDELINES OR OTHER STRATEGIC WORK

No.	Activity	Status
10	Formulate a new ITTO Strategic Action Plan	ongoing
11	a) Operationalizing ITTO Policy guidelines on gender equality and empowering women	ongoing
	b) Disseminating the ITTO Guidelines for Forest Landscape Restoration in the Tropics	ongoing
	c) Support for women's groups with gender empowerment and forest landscape restoration in Togo	ongoing

GROUP 3 – COLLABORATIVE WORK/MEETINGS WITH OTHER ORGANIZATIONS/INITIATIVES

No.	Activity	Status
12	Conservation and sustainable use of biodiversity in tropical timber production forests	new
13	Cooperation and consultation with the CPF, UNFF and others	ongoing
14	Collaboration on criteria and indicators for SFM	ongoing

GROUP 4 – COMMUNICATIONS AND OUTREACH RELATED WORK

No.	Activity	Status
15	ITTO communication strategy	ongoing
16	ITTO Tropical Forest Update (TFU)	ongoing
17	a) Communications activities (website, reports, PR, etc.)	ongoing
	b) Outreach activities (booths and/or side events at relevant international fora)	ongoing
	c) Translation of the ITTO website and relevant PR materials into Japanese	new

GROUP 5 – ANALYTICAL, STATISTICAL, AND OTHER RECURRING WORK

No.	Activity	Status
18	Trade (TAG) and Civil Society (CSAG) Advisory Group involvement	ongoing
19	ITTO Annual Market Discussion	ongoing
20	Expert Panel for Technical Appraisal of Project Proposals	ongoing
21	ITTO Fellowship Programme	ongoing
22	ITTO Market Information Service (MIS)	ongoing
23	Enhancement of statistical work and databases on statistics	ongoing
24	Biennial review and assessment of the world timber situation	ongoing

Part 2 - ADMINISTRATIVE AND FINANCIAL ACTIVITIES (NO FINANCIAL REQUIREMENTS)

Reference Tables

ITTO SAP Strategic Priorities (SP)

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 (GFG)

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

ITTO Programme Lines (PL) *(approved for a pilot phase from 2020-2022 under Decision 8(LV))*

PL 1	Legal and Sustainable Supply Chains (LSSC)
PL 2	Conservation of Biodiversity and Ecosystem Services
PL 3	Forest Landscape Restoration and Resilient Livelihoods
PL 4	Emerging Issues and Innovation

Part 1 – TECHNICAL ACTIVITIES REQUIRING FINANCING

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

Activity	Implementation Approach and Cost	Activity Targets	Relevance	Body
<p>1. Incentives for green-growth value chain investments in tropical forests</p>	<p>In 2018-20, ITTO undertook 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. It also undertook a study of potential gaps between supply and demand for tropical timber and the impacts of/prospects of recovery from the ongoing COVID-19 pandemic on tropical timber trade. Using remaining funds from the 2018-19 BWP activity, this activity will complete an additional case study and a proposed workshop in Africa that could not be completed as planned due to the COVID-19 pandemic. If additional funds are pledged, the work will be extended to cover an additional case study and workshop in both Asia and Latin America, as well as to produce policy briefs on the outcomes of the supply-demand/COVID 19 impact study.</p> <p>Estimated new funding sought US\$150,000 Expected funding sources: Voluntary Contributions Year 2021–US\$75,000 Year 2022–US\$75,000</p>	<ul style="list-style-type: none"> • Workshops undertaken and case studies developed in up to three ITTO producer countries • Participation of ITTO Secretariat in relevant related meetings/initiatives 	<p>ITTA/ITTC: <i>Decisions 2(XXXIX), 1(XLI) and 2(XVIII)</i></p> <p>ITTO SAP: <i>SP1, SP2, SP4</i></p> <p>UNSPF: <i>GFG1, GFG2, GFG4</i></p> <p>PL: <i>PL 1</i></p>	<p>Council/ Joint Committees</p>
<p>2. Building legal and sustainable forest product supply chains</p>	<p>Support development of innovative solutions to providing assurances of sustainability and legality, including developing/implementing sustainable forest management plans and developing/implementing sustainable supply chains including timber tracking systems and other tools. Under the 2018-20 BWP, ITTO developed a programme on legal and sustainable supply chains (LSSC) for tropical wood and forest products and worked with relevant partners to increase assurance of legality and sustainability through the establishment of a green supply chain platform that links legal and sustainable forest products to markets. Using remaining funds under 2018-20 BWP, the following work will continue into 2021-2022: building the LSSC-GGSC platform; organizing regional LSSC-GGSC training workshops; conducting a study on blockchain applications in timber tracking systems; developing the Timber Trade Portal (TTP) website; as well as other events and activities.</p> <p>Additional funding is requested under this BWP for the implementation of the Global Timber Tracking Network, GTTN, Phase III from 2021 onwards. GTTN, established in 2012 as an open alliance with the objective to promote the operationalization of innovative tools for wood identification and origin determination, to assist the fight against illegal logging and related trade around the globe, has brought together stakeholders concerned about illegal logging and associated trade including key institutions for the integrative use of innovative technologies such as DNA fingerprinting or stable isotope markers</p>	<ul style="list-style-type: none"> • Up to 10 tropical forest operators and other industrial sector representatives entities with increased capacity for SFM and/or sustainable supply chains developed • Increased trade in sustainable/legally verified timber from these forest concessions/ private sector entities 	<p>ITTA/ITTC: <i>Articles 1(d), (k), (n), (o)</i></p> <p>ITTO SAP: <i>SP1, SP2</i></p> <p>UNSPF: <i>GFG2, GFG5</i></p> <p>PL: <i>PL 1</i></p>	<p>CEM</p>

Activity	Implementation Approach and Cost	Activity Targets	Relevance	Body
	<p>for timber species identification and tracking. GTTN Phases I and II have been largely research/science oriented. If funding is provided, ITTO will take over the coordination of GTTN as part of the LSSC Programme Line, PL1 with focus on the application of the tools developed under GTTN Phases I and II, raising awareness on timber tracking tools and their applications, and implementing tracking systems in ITTO producer member countries.</p> <p>Estimated cost: US\$1,300,000 Expected funding sources: Voluntary Contributions Year 2021–US\$650,000 Year 2022–US\$650,000</p>			
3. Strengthening Participation of the Private Sector in the Work of ITTO: Industry-led legality compliance/ due care training	<p>ITTO will continue working with the Trade Advisory Group as well as organizations such as WRI, 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 on due care. 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. Training modules were developed and delivered in Colombia, Guatemala and Peru under the 2018-20 BWP; remaining funds pledged to that activity will be used to extend training to an additional country in 2021-22. If additional funds are pledged under this BWP, this work will be extended to other countries/regions.</p> <p>Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions Year 2021–US\$50,000 Year 2022–US\$50,000</p>	<ul style="list-style-type: none"> • Up to an additional five target countries assisted with pilot trainings held for private sector • Technical Assistance provided to target countries by international experts / organizations 	<p>ITTA/ITTC <i>CEM/CFI (L)/4 Report item 9 (IV) and (v); Annex C</i></p> <p>ITTO SAP: <i>SP2, SP6</i></p> <p>UNSPF: <i>GFG-6</i></p> <p>PL: <i>PL 1</i></p>	Council/ CEM, CFI
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. During the period of the BWP 2018-2019, the activity has received an amount of US\$1,236,250 from the German Government as an earmarked allocation for activities in the Mekong Sub-region. An additional fund of US\$250,000 is needed for the period of 2021-2022 to continue the activity on organizing a regional workshop in LAC and supporting participants to the 4th World Teak Conference, Ghana 2021.</p>	Improved teak management and utilization in three ITTO regions (Asia, Africa, Latin America)	<p>ITTA/ITTC: <i>Articles 1(a), (c), (d), (f), (h), (i), (j), (k), (l), (m), (r)</i></p> <p>ITTO SAP: <i>SP1, SP2, SP5, SP6</i></p> <p>UNSPF: <i>GFG2, GFG6</i></p>	CFI

Activity	Implementation Approach and Cost	Activity Targets	Relevance	Body
	<p>Estimated cost: US\$250,000 Expected funding sources: Voluntary contributions Year 2021–US\$150,000 Year 2022–US\$100,000</p>		<p>PL: PL 1</p>	
<p>5. 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 to enable ITTO to continue assisting the CITES Secretariat with implementation of the CITES Tree Species Program (CTSP) and to assist member countries to implement CITES listings of timber species.</p> <p>Estimated cost: US\$200,000 Expected funding sources: Voluntary Contributions Year 2021–US\$100,000 Year 2022–US\$100,000</p>	<ul style="list-style-type: none"> • Up to three countries with projects implemented to improve CITES implementation for listed tree species • Participation of ITTO Secretariat in relevant CTSP and other CITES meetings/ activities • Reduced number of trade suspensions of CITES listed timber species 	<p>ITTA/ITTC: <i>Article 15; Decisions 3(XVI), 7(XXXIV), 2(XXXVII) 5(XLVI)</i></p> <p>ITTO SAP: SP2, SP3, SP6</p> <p>UNSPF: GFG1, GFG2, GFG5, GFG6</p> <p>PL: PL 1, PL 2</p>	<p>Council</p>
<p>6. 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 (IMM) 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 recommenced in 2017, with all foreseen activities progressing as scheduled during 2018-20. The contract with the EU/EC has been extended until the end of 2022 to take advantage of the one-year suspension of the IMM and budget savings. Progress on this BWP activity is regularly reported to the CEM under its Policy Work agenda.</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>ITTA/ITTC: <i>Articles 1(d), (k), (n), (o)</i></p> <p>ITTO SAP: SP1, SP2, SP5</p> <p>UNSPF: GFG2, GFG5, GFG6</p> <p>PL: PL 1</p>	<p>CEM</p>

Activity	Implementation Approach and Cost	Activity Targets	Relevance	Body
7. Monitor progress in the application of criteria and indicators for sustainable forest management	<p>(a) Criteria and indicators workshops. This work was facilitated by a similar activity under the 2018-2019 BWP. Using remaining funds from that activity (which was not fully implemented due to the COVID-19 pandemic), this activity will continue and expand on the work provided for in 2018-2020 by convening a C&I workshop in a producer member country. If additional funds are made available, this work (which will promote the new ITTO criteria and indicators approved in 2016 with focus on new member countries) will be extended to provide for up to an additional 3 national workshops on C&I (incorporating related topics such as auditing, certification, international reporting requirements, etc. into the workshops).</p> <p>Estimated new funds sought: US\$150,000 Expected funding sources: Voluntary Contributions Year 2021–US\$75,000 Year 2022–US\$75,000</p> <p>(b) Adapt the 2016 ITTO Criteria and Indicators (C&I) for SFM to African context. This Activity aims at adapting the 2016 ITTO Criteria and Indicators (C&I) for SFM to African context, in view of strengthening cooperation and collaboration between ITTO and African member countries on C&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 2021: US\$ 60,000 Year 2022: US\$ 80,000</p>	<p>Up to four national C&I training workshops convened</p> <p>Revised and updated C&I for African tropical forests to be published in 2021 and disseminated for policy planning tasks and for use by all relevant stakeholders involved in SFM issues in ITTO member countries in Africa, as well as a tool for promoting LSSC</p>	<p>ITTA/ITTC: <i>Decisions 5(XXX), 9(XXX), 4(XXXIV)</i></p> <p>ITTO SAP: SP1</p> <p>UNSPF: GFG5, GFG6</p>	Council/CRF
8. Statistical capacity building workshops	<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>A workshop planned for African countries in 2020 had to be postponed due to COVID-19. Funds remaining from a similar activity under the 2018-19 BWP will be used to convene this workshop in collaboration with FAO in 2021. If additional funds are made available, workshops in the other two tropical regions will be supported.</p> <p>Estimated new funds sought: US\$100,000 Expected funding sources: Voluntary Contributions Year 2021–US\$50,000 Year 2022–US\$50,000</p>	Up to three country-level and/or regional workshops conducted	<p>ITTA/ITTC: <i>Article 28(5)</i></p> <p>ITTO SAP: SP5, SP6</p> <p>UNSPF: GFG6</p>	CEM

Activity	Implementation Approach and Cost	Activity Targets	Relevance	Body
9. Prevention and management of fire in tropical timber producing forests	<p>Under the 2018-2020 BWP, the Government of Japan provided funding of US\$ 2,210,526 to this activity to develop projects to strengthen the capacities of national and local authorities in Indonesia and Peru to take urgent action for prevention and response to forest fires. The implementation agreements for these two activities were concluded in August 2020 and these activities are expected to start in November 2020. This activity is funded as part of the Programmatic Line 2 titled “Conservation of Biodiversity and Ecosystem Services” and Programmatic Line 4 titled “Emerging Issues and Innovation” under the Programmatic Approach of the new financing architecture which is subject to a pilot phase implementation.</p> <p>The following activity will assist the development/ revision of national strategies and action plans by assessing implementation challenges for six selected countries (two per tropical timber producing region) through a multi-stakeholder, participatory gap analysis of the current strategies and action plans for the prevention and management of forest and land fires. The analysis will be conducted in collaboration with partners, including the Global Fire Monitoring Center (GFMC) supporting various regional forest fire networks in the tropics. This activity will also assist the participation of ITTO forest fire project team members in key international forest fire events.</p> <p>Estimated cost: US\$140,000 Expected funding sources: Voluntary Contributions Year 2021–US\$70,000 Year 2022–US\$70,000</p>	<ul style="list-style-type: none"> • Six national assessments conducted • Collaboration with partners including the Global Fire Monitoring Center and synergies for prevention and management of forest fires in the tropics enhanced 	<p>ITTA/ITTC: <i>Article 1(m); Decision 6(XXXIII)</i></p> <p>ITTO SAP: <i>SP4</i></p> <p>UNSPF: <i>GFG1, GFG6</i></p> <p>PL: <i>PL 2, PL 4</i></p>	CRF

Subtotals Group 1*	2021	2022	Biennium Total
Core budget	US\$ NIL	US\$ NIL	US\$ NIL
Voluntary Contributions sought	US\$ 1,280,000	US\$ 1,250,000	US\$ 2,530,000
Total	US\$ 1,280,000	US\$ 1,250,000	US\$ 2,530,000

*NOT INCLUDING ACTIVITY 6

GROUP 2 – NORMATIVE WORK ON POLICY GUIDELINES OR OTHER STRATEGIC WORK

Activity	Implementation Approach and Cost	Activity Targets	Relevance	Body
10. Formulate a new ITTO Strategic Action Plan	<p>Consultancy work and Working Group Meeting to prepare a draft of the next ITTO Strategic Action Plan for consideration of the Council at the 57th ITTC.</p> <p>Estimated cost: <i>Fully funded through pledges to the BWP 2018-2019 (extended into 2020)</i></p>	New ITTO Strategic Action Plan formulated and approved	<p>ITTA/ITTC: <i>Article 24(3)</i></p> <p>ITTO SAP: <i>Cross-cutting</i></p> <p>UNSPF: <i>Cross-cutting</i></p>	Council
11. Developing and operationalizing ITTO's policy guidelines to members	<p>(a) Operationalizing the ITTO Policy Guidelines on Gender Equality and Empowering Women</p> <p>This activity will facilitate operationalization of the ITTO Policy Guidelines on Gender Equality and Empowering Women guidelines across all ITTO activities and initiatives.</p> <p>Estimated cost: US\$185,000 Expected funding sources: Voluntary Contributions Year 2021–US\$90,000 Year 2022–US\$95,000</p>	Gender guidelines fully implemented in all of ITTO's operations	<p>ITTA/ITTC: <i>Decision 2(L)</i></p> <p>ITTO SAP: <i>SP1-6</i></p> <p>UNSPF: <i>GFG6</i></p>	Council
	<p>(b) Disseminating the ITTO Guidelines for Forest Landscape Restoration in the Tropics</p> <p>Production of outreach and communication materials for the dissemination of the newly adopted ITTO Guidelines for Forest Landscape Restoration in the Tropics, participation in international FLR events and holding of three country and/or regional workshops (one in each tropical timber producing region).</p> <p>Estimated cost: US\$190,000 Expected funding sources: Voluntary Contributions Year 2021: US\$60,000 Year 2022: US\$130,000</p>	Dissemination of the newly adopted guidelines in ITTO producing member countries	<p>ITTA/ITTC: <i>Decisions 7(LV),</i></p> <p>ITTO SAP: <i>SP4</i></p> <p>UNSPF: <i>GFG1, GFG6</i></p>	CRF

	<p>(c) Support for women's groups with gender empowerment and forest landscape restoration in Togo</p> <p>This Activity is funded to contribute to and operationalize the ITTO Policy Guidelines on Gender Equality and Empowering Women (GEEW) and the ITTO Guidelines for Forest Landscape Restoration in the Tropics (FLR). This activity reflects conformity with some elements under Decision 8(LV) and fits well under the pilot phase of the Programmatic Approach of the new financing architecture Third Programme Line (PL3) titled "Forest Landscape Restoration and Resilient Livelihoods". Funds are available for 2021 (<i>US\$93,240 provided by Soka Gakkai</i>). Any additional funds pledged will replicate this activity in two other African countries to be decided in due time.</p> <p>Estimated cost: US\$300,000 Expected funding sources: Voluntary Contributions Year 2021: NIL Year 2022: US\$206,760</p>	Putting into practices two ITTO Guidelines (GEEW and FLR)	<p>ITTA/ITTC: <i>Decision 2(L)</i></p> <p>ITTO SAP: <i>SP2, SP-4</i></p> <p>UNSPF: <i>GFG1, GFG2</i></p> <p>PL: <i>PL 3</i></p>	CRF
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Subtotals Group 2	2021	2022	Biennium Total
Core budget	US\$ NIL	US\$ NIL	US\$ NIL
Voluntary Contributions sought	US\$ 150,000	US\$ 431,760	US\$ 581,760
Total	US\$ 150,000	US\$ 431,760	US\$ 581,760

GROUP 3 – COLLABORATIVE WORK/MEETINGS WITH OTHER ORGANIZATIONS/INITIATIVES

Activity	Implementation Approach and Cost	Activity Targets	Relevance	Body
<p>12. Conservation and sustainable use of biodiversity in tropical timber production forests</p>	<p>In line with the post-2020 global biodiversity framework which will be adopted at CBD COP 15 in May 2021, this activity will promote the conservation and sustainable use of biodiversity in tropical timber production forests through the following actions:</p> <ul style="list-style-type: none"> Assist the participation of selected ITTO biodiversity project team members in CDB COP 15 which will take place in China in May 2021 with the organization of a joint side event with CBD to share ITTO experiences and in related international meetings. Revise the programme document of the Joint ITTO-CBD Collaborative Initiative for Tropical Forest Biodiversity to support the implementation of the MoU between ITTO and CBD for 2021-2025 Support the implementation of the ITTO-CBD Collaborative Initiative (Programme) 2021-2025 and disseminate its outcomes at international biodiversity events <p>Estimated cost: US\$105,000 Expected funding sources: Voluntary Contributions Year 2021–US\$55,000 Year 2022–US\$50,000</p>	<ul style="list-style-type: none"> Participation of ITTO stakeholders in CBD COP 15 supported A joint ITTO/CBD side event organized at COP 15 ITTO/CBD program document for collaborative initiative revised Collaboration with CBD enhanced 	<p>ITTA/ITTC: <i>Article 1(m), (r); Decision 6(XLIV)</i></p> <p>ITTO SAP: <i>SP3</i></p> <p>UNSPF: <i>GFG3, GFG4</i></p> <p>PL: <i>PL 2</i></p>	<p>Council/ CRF</p>
<p>13. Cooperation and consultation with the CPF, UNFF and others</p>	<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 legal and sustainable supply chains.</p> <p>Estimated cost: US\$150,000 Expected funding sources: Voluntary Contributions Year 2021–US\$75,000 Year 2022–US\$75,000</p>	<ul style="list-style-type: none"> Participation of ITTO in UNFF16 in 2021 and up to four CPF meetings in 2021 and 2022 Contributions to up to three CPF joint initiatives in 2021 and 2022 	<p>ITTA/ITTC: <i>Article 15; Decision 7(XXX)</i></p> <p>ITTO SAP: <i>SP6</i></p> <p>UNSPF: <i>GFG6</i></p>	<p>Council</p>

Activity	Implementation Approach and Cost	Activity Targets	Relevance	Body
14. Collaboration on criteria and indicators for SFM	<p>This work was also facilitated by a similar activity under the previous BWP. Remaining funds from that activity together with any new pledges will continue and expand on the work in 2021-2022.</p> <p>Funds will be used to allow the Secretariat to participate in international C&I related meetings/discussions/initiatives, including the CPF Task Force on Streamlining Forest Reporting, initiatives to take advantage of synergies between ITTO and FAO forest reporting (FRA including the Collaborative Forest Resources Questionnaire) and relevant meetings of other C&I processes.</p> <p>Estimated new funds sought: US\$50,000 Expected funding sources: Voluntary Contributions Year 2021–US\$25,000 Year 2022–US\$25,000</p>	<ul style="list-style-type: none"> • Relevant meetings attended • collaboration with FAO FRA enhanced 	<p>ITTA/ITTC: <i>Decisions 3(XXVI), 5(XXX), 9(XXX), 4(XXXIV)</i></p> <p>ITTO SAP: <i>SP1</i></p> <p>UNSPF: <i>GFG5, GFG6</i></p>	Council/CRF

Subtotals Group 3	2021	2022	Biennium Total
Core budget	US\$ NIL	US\$ NIL	US\$ NIL
Voluntary Contributions sought	US\$ 155,000	US\$ 150,000	US\$ 305,000
Total	US\$ 155,000	US\$ 150,000	US\$ 305,000

GROUP 4 – COMMUNICATION AND OUTREACH-RELATED WORK

Activity	Implementation Approach and Cost	Activity Targets	Relevance	Body
15. 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 support fundraising tailored to specific target groups.</p> <p>Estimated cost: <i>Fully funded through pledges to the BWP 2018-2019 (extended into 2020)</i></p>	<ul style="list-style-type: none"> • A strategy that sets out the Organization's communication programme, and the tools, approaches, stakeholders, timing and resources for its implementation • Actions aimed at raising awareness and building capacity for the effective implementation of the communication strategy 	<p>ITTA/ITTC: <i>Article 1, Decision 5(XXVII)</i></p> <p>ITTO SAP: <i>SP5, SP6</i></p> <p>UNSPF: <i>GFG6</i></p>	Council
16. ITTO Tropical Forest Update (TFU)	<p>Regular work.</p> <p>Estimated cost: US\$390,000</p> <p>Expected funding sources: Core Operational Costs Year 2021–US\$195,000 Year 2022–US\$195,000</p>	<ul style="list-style-type: none"> • Up to four TFU issues per year published in three ITTO working languages 	<p>ITTA/ITTC: <i>ITTA, 2006, Articles 27, 28</i></p> <p>ITTO SAP: <i>SP5</i></p> <p>UNSPF: <i>GFG6</i></p>	Council

Activity	Implementation Approach and Cost	Activity Targets	Relevance	Body
17. Public relations, education and outreach	<p>Regular work. Continue to ensure that ITTO reaches a wide audience by conducting:</p> <p>(a) Communication activities: Undertaking regular communication and outreach activities including, inter alia, managing the ITTO website (e.g. postings, and improvements in functionality and appearance); publishing and disseminating ITTO reports and publications (e.g. annual reports, project and activity reports, newsletters, TFU articles, news stories and events); producing and disseminating public relations materials (e.g. brochures, calendars, infographics, pamphlets, posters, videos and photographic images) to convey the work of the Organization; and other ad hoc initiatives, including in collaboration with other partners.</p> <p>Estimated cost: US\$360,000 Expected funding sources: Core Operational Costs Year 2021–US\$180,000 Year 2022–US\$180,000</p>	<ul style="list-style-type: none"> Regular website and social media post on the work of the Organization Up to two new policy/technical series documents published and disseminated Up to 8 TFU issues widely distributed Up to 10 issues of Tropical Forest News newsletter widely distributed New videos, posters, and pamphlets published Two annual reports in three languages published Photo database enhanced 	<p>ITTA/ITTC: Article 1, Decision 5(XXVII)</p> <p>ITTO SAP: SP5, SP6</p> <p>UNSPF: GFG6</p>	Council
	<p>(b) Outreach activities (booths and/or side events at relevant international fora): Exhibiting the work of ITTO at relevant international events during the biennium [e.g. XXV World Forestry Congress; CBD, CITES and UNFCCC COPs; sessions of UNFF; COFO 26], and other fora not covered under other BWP activities.</p> <p>Estimated cost: US\$180,000 Expected funding sources: Core Operational Costs Year 2021–US\$90,000 Year 2022–US\$90,000</p>	Exhibiting the work of ITTO at up to five international fora	Same as above	Council
	<p>(c) Translation of the ITTO website and relevant public relations materials into Japanese.</p> <p>Estimated cost: US\$50,000 Expected funding sources: Voluntary contributions Year 2021–US\$25,000 Year 2022–US\$25,000</p>	Comprehensive Japanese language coverage of ITTO's work on the ITTO website	Same as above	Council

Subtotals Group 4	2021	2022	Biennium Total
Core budget	US\$ 465,000	US\$ 465,000	US\$ 930,000
Voluntary Contributions sought	US\$ 25,000	US\$ 25,000	US\$ 50,000
Total	US\$ 490,000	US\$ 490,000	US\$ 980,000

GROUP 5 – ANALYTICAL, STATISTICAL AND OTHER RECURRING WORK

Activity	Implementation Approach and Cost	Activity Targets	Relevance	Body
18.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 2021–US\$40,000 Year 2022–US\$40,000</p>	<p>At least four representatives from TAG and CSAG assisted to participate in the Sessions of the Council in 2021 and 2022</p>	<p>ITTA/ITTC: <i>Decisions 9(XXVIII), 2(XXXII)</i></p> <p>ITTO SAP: SP6</p> <p>UNSPF: GFG6</p>	<p>Council</p>
19.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 2021–US\$35,000 Year 2022–US\$35,000</p>	<p>ITTO Annual Market Discussions convened in 2021 and 2022</p>	<p>ITTA/ITTC: <i>Article 1(e), (h)</i></p> <p>ITTO SAP: SP5</p> <p>UNSPF: GFG6</p>	<p>Joint Committees</p>
20.Expert Panel for Technical Appraisal of Project Proposals	<p>Regular work. Convene up to two meetings of the Expert Panel each year.</p> <p>Estimated cost: US\$280,000 Expected funding sources: Core Operational Costs Year 2021–US\$140,000 Year 2022–US\$140,000</p>	<p>Meetings of the Expert Panel convened in 2021 and 2022</p>	<p>ITTA/ITTC: <i>Article 26; Decisions 6(IX), 2(X), 7(XXI), 7(XXII)</i></p> <p>ITTO SAP: SP1-SP6</p> <p>UNSPF: GFG1-GFG6</p>	<p>Council and Committees</p>
21.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\$800,000 Expected funding sources: Voluntary Contributions Year 2021–US\$400,000 Year 2022–US\$400,000</p>	<ul style="list-style-type: none"> • 130-140 fellowships awarded in 2021 and 2022 • Fellowship alumni network maintained 	<p>ITTA/ITTC: <i>Decision 4(XXVII)</i></p> <p>ITTO SAP: SP6</p> <p>UNSPF: GFG6</p>	<p>Council</p>

22. ITTO Market Information Service (MIS)	Regular work. Estimated cost: US\$420,000 Expected funding sources: Core Operational Costs Year 2021–US\$210,000 Year 2022–US\$210,000	Twenty-three (23) Tropical Timber Market Reports published annually in 2021 and 2022)	ITTA/ITTC: <i>Articles 27, 28</i> ITTO SAP: <i>SP2, SP5</i> UNSPF: <i>GFG2, GFG6</i>	CEM
23. Enhancement of statistical work and databases on statistics	Regular work. The Secretariat will undertake activities to improve statistical databases, maintain access to international forest products trade databases and to maintain involvement in the Intersecretariat Working Group on Forest Statistics and the Joint Forest Sector Questionnaire process. Estimated cost: US\$40,000 Expected funding sources: Core Operational Costs Year 2021–US\$20,000 Year 2022–US\$20,000	<ul style="list-style-type: none"> • Participation in two meetings of the Intersecretariat Working Group • Updating and refinement of JFSQ 	ITTA/ITTC: <i>Article 27</i> ITTO SAP: <i>SP5</i> UNSPF: <i>GFG6</i>	CEM
24. Biennial review and assessment of the world timber situation	Regular work. Publication of the biennial review and assessment of the world timber situation for 2019-2020 in the first half of 2021 and preparation of the draft elements for the biennial review and assessment of the world timber situation for 2021-2022 in 2022. Estimated cost: US\$120,000 Expected funding sources: Core Operational Costs Year 2021–US\$60,000 Year 2022–US\$60,000	<ul style="list-style-type: none"> • Biennial review and assessment 2019-20 published in 2021 • Draft elements of the 2021-22 Review considered at the Fifty-eighth Session of the Council in 2022 	ITTA/ITTC: <i>Article 28</i> ITTO SAP: <i>SP5</i> UNSPF: <i>GFG6</i>	Council

Subtotals Group 5	2021	2022	Biennium Total
Core budget	US\$ 465,000	US\$ 465,000	US\$ 930,000
Voluntary Contributions sought	US\$ 440,000	US\$ 440,000	US\$ 880,000
Total	US\$ 905,000	US\$ 905,000	US\$ 1,810,000

Part 2 – ADMINISTRATIVE AND FINANCIAL ACTIVITIES (NO FINANCIAL REQUIREMENTS)

Activity	Implementation Approach	Activity Targets	Body
25. Consider the progress in the implementation of the ITTO Biennial Work Programme for 2021-2022. ITTA, 2006, Article 24] [ITTC Decisions 7(XXV), 2(XXXI), 9(XXXIV)]	Regular Sessions' work.	• Progress reviewed at the Fifty-seventh and Fifty-eighth Sessions of the Council in 2021 and 2022	Council
26. Consider the Draft ITTO Biennial Work Programme for 2023-2024. [ITTC Decisions 7(XXV), 2(XXXI), 9(XXXIV)]	Regular Sessions' work.	• Draft ITTO Biennial Work Programme for 2023-2024 considered at the Fifty-eighth Session of the Council in 2022	Council
27. Decide on eligibility of approved actions, projects and pre-projects for funding out of Sub-account B of the Bali Partnership Fund. ITTA, 2006, Article 21] [ITTC Decision 4(XXX)]	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.	• Decisions taken at the Fifty-seventh and Fifty-eighth Sessions of the Council in 2021 and 2022	Council
28. 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. ITTA, 2006, Articles 20, 21, 25]	Regular Sessions' work.	• Decisions taken at the Fifty-seventh and Fifty-eighth Sessions of the Council in 2021 and 2022	Council
29. 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. ITTA, 2006, Article 21; [ITTC Decision 4(XXX)]	Regular Sessions' work. The Panel established under ITTC Decision 4(XXX) advises Council on allocations of unearmarked funds.	• Allocations made at the Fifty-seventh and Fifty-eighth Sessions of the Council in 2021 and 2022	Council
30. Consider progress in the implementation, monitoring and evaluation of the programmatic approach and the four programme lines during the pilot phase period (2020-2022). [ITTC Decision 8(LV)]	The Secretariat will update Council on the pilot phase	• Progress considered at the Fifty-seventh and Fifty-eighth Sessions of the Council in 2021 and 2022	Council
31. Consider progress in the implementation, monitoring and evaluation of pre-projects, projects and activities under the Thematic Programmes Sub-Account. ITTA, 2006, Article 20(6)] [ITTC Decisions 9(XLIV), 10(XLIV)]	Regular Sessions' work	• Progress considered at the Fifty-seventh and Fifty-eighth Sessions of the Council in 2021 and 2022	Council
32. Consider the reports of the Informal Advisory Group (IAG). [ITTC Decisions 3(XXII), 5(XXVI)]	Regular Sessions' work.	• Report of the Thirty-fifth and Thirty-sixth Meetings of the IAG considered at the Fifty-seventh and Fifty-eighth Sessions of the Council in 2021 and 2022	Council

Activity	Implementation Approach	Activity Targets	Body
33. Review the results of relevant project and policy work of the Committees. ITTA, 2006, Articles 24, 26]	Regular Sessions' work.	<ul style="list-style-type: none"> • Reports of the Committees presented at the Fifty-seventh and Fifty-eighth Sessions of the Council in 2021 and 2022 	Council
34. Approve selected projects for ex-post evaluation following procedures outlined in ITTC Decision 3(XXVIII). [ITTC Decision 3(XXVIII)]	Regular Sessions' work.	<ul style="list-style-type: none"> • Projects selected for ex-post evaluation approved at the Fifty-seventh and Fifty-eighth Sessions of the Council in 2021 and 2022 	Council
35. Consider and, if appropriate, take action to disseminate information on project findings and results. ITTA, 2006, Article 26]	Regular Sessions' work.	<ul style="list-style-type: none"> • Dissemination considered at the Fifty-seventh and Fifty-eighth Sessions of the Council in 2021 and 2022 	Council
36. Consider the reports of mid-term and ex-post evaluations on on-going and completed projects. ITTA, 2006, Articles 24, 26]	Regular Sessions' work.	<ul style="list-style-type: none"> • Reports considered at the Fifty-seventh and Fifty-eighth Sessions of the Council in 2021 and 2022 	Joint Committees
37. Review the independent audited statements for the 2020 and 2021 financial years, and make recommendation to the Council for their approval. ITTA, 2006, Article 26(3)]	Regular Sessions' work.	<ul style="list-style-type: none"> • Reports of independent auditors disseminated to members and summaries published in ITTO Annual Reports in 2021 and 2022 	CFA
38. Examine and make recommendations to Council, regarding the approval of the Organization's administrative budget proposals for the financial years 2022 and 2023. ITTA, 2006, Article 26(3)]	Regular Sessions' work.	<ul style="list-style-type: none"> • Budget proposals will be included in Thirty-sixth and Thirty-seventh CFA Reports to be presented at the Fifty-seventh and Fifty-eighth Sessions of the Council in 2021 and 2022 	CFA
39. Review the assets of the Organization to ensure prudent asset management and that the Organization has sufficient reserves to carry out its work. ITTA, 2006, Article 26(3)]	Regular Sessions' work.	<ul style="list-style-type: none"> • Report of the independent auditors for the financial years 2020 and 2021 presented at the Fifty-seventh and Fifty-eighth Sessions of the Council in 2021 and 2022 • Meetings and reports of the investment oversight panel as appropriate 	CFA
40. Examine and make recommendations to Council, on the budgetary implications of the Organization's work program, and the actions that might be taken to secure the resources needed to implement it. ITTA, 2006, Article 26(3)]	Regular Sessions' work.	<ul style="list-style-type: none"> • Decision on the ITTO Biennial Work Programme 2021-2022 presented at the Fifty-sixth Session of the Council in 2020 	CFA

**TERMS OF REFERENCE FOR THE ACTIVITIES
IN GROUPS 1-5 OF THE
BIENNIAL WORK PROGRAMME
FOR THE YEARS 2021-2022**

Activity No. 1

INCENTIVES FOR GREEN-GROWTH VALUE CHAIN INVESTMENTS IN TROPICAL FORESTS

I. Background

Natural tropical forests have always had difficulty in attracting investments to help realize their potential to contribute to sustainable development. While several tropical countries have experimented with incentive programs to try to remedy this in recent years, there has been no systematic analysis or review of the effectiveness or otherwise of such incentive programs.

II. Description

The activity is an ongoing effort to provide knowledge and learning experience about potential frameworks for incentivizing private forest investments in natural tropical forests and the management of harvested wood products arising from them. It will help to engage private sector players more prominently in climate change mitigation and REDD+ processes. In particular, the activity will examine models and approaches of how governments can provide incentives, such as tax reform, tariff adjustment and other monetary and non-monetary benefits that can drive private sector investment at scale in developing markets. It will also contribute to the understanding of government's interest and willingness to engage in innovative incentive mechanisms and to compensate for cost of such programs.

Under the 2018-20 BWP, a precursor activity undertook six tropical country case studies to analyze the impact of existing (and the potential impact of new) incentives for promoting investment in tropical forests to achieve deforestation-free landscapes and value chains for green growth. It also undertook a study of potential gaps between supply and demand for tropical timber. Using remaining funds from the 2018-20 BWP activity, this activity will complete an additional case study and a proposed workshop in Africa that could not be completed as planned due to the COVID-19 pandemic. If the additional funds requested in this BWP are pledged, the work will be extended to cover an additional case study and workshop in both Asia and Latin America, together with further calibration of the supply-demand model and policy briefs based on this work.

III. Expected outputs

The workshops and case studies would result in one or more reports answering the following questions:

- Are there examples and cases with demonstrated potential to stimulate sustainable private sector production and supply chains?
- Existing information and analysis would be reviewed and summarized with respect to already existing private sector commitments for deforestation-free supply chains, value chains, and production methods.
- What are motivations and needs of production and supply chain players in key countries?
- Needs and demands of private sector companies would be explored to get an indicative demand assessment of the potential incentive strategies. Existing and expected government deforestation policies will be analyzed through case studies to help narrow the scope of incentive structures.
- Can existing fiscal tools and instruments for developing countries be of use to address sustainability of forest production and supply chains?
- What are potential new, innovative or complementary incentive systems that could be tested in case-study countries?

Potential incentive mechanisms will be identified and tested in case-study countries. The result of the field tests would be instrumental to fine-tune potential incentive mechanisms and to develop broad recommendations.

This activity will also provide for calibration of the supply-demand model developed under the 2018-20 BWP, taking into account trade and production data for 2019-20 to allow better modeling of the impacts of the pandemic. Up to four policy briefs summarizing the results of the activity will also be produced.

IV. Target countries

The activity will be relevant to all tropical countries. Case studies and workshops will be undertaken in ITTO producer member countries in Asia and Latin America to be identified by ITTO.

V. Duration & timing 24 months

VI. Budget	2 case studies @ \$25,000 each:	US\$50,000
	2 workshops @ \$25,000 each:	US\$50,000
	Model calibration:	US\$15,000
	Policy briefs:	<u>US\$15,000</u>
	Total ITTO contribution:	US\$130,000

Expected SAP outcome(s)

- Better managed forest sector with increased access to financing and investments
- Increased forest area that is managed sustainably and legally harvested
- Improvement in good governance and effectiveness of forest law enforcement

SAP indicator(s)

- Information available on contribution of productive forests and associated value chains to SFM
- International processes recognize contribution of productive forests to SFM

Activity No. 2

BUILDING LEGAL AND SUSTAINABLE FOREST PRODUCT SUPPLY CHAINS

I. Background

This activity will involve close collaboration with donor countries seeking to ensure legality of tropical timber imports. The activity will build on previous work by ITTO and partners to promote SFM and to establish sustainable supply chains, including through innovative timber tracking systems.

II. Description

The activity will support key exporters to respond to emerging demands from consumers for the development of green supply chains. In 2021-2022 work will be continued on the implementation of the programme on legal and sustainable supply chains (LSSC) for tropical wood and forest products. Activities will involve building the LSSC-GGSC business information exchange platform including the full operation of the LSSC-GGSC website and the business information exchange index, organizing regional LSSC-GGSC training workshops and fact finding missions, conducting a study on blockchain-based international timber tracking system, developing the Timber Trade Portal (TTP) website and the coordination of the Global Timber Tracking Network (GTTN) Phase III, as well as other events and activities.

ITTO will recruit an experienced team to implement this activity, with team members based in both key producer and consumer member countries.

Under the 2018-20 BWP, the Japan Forest Agency provided funds to this activity to develop projects on forest governance/legality assurance in Myanmar and in other Mekong basin countries. ITTO also received funds from FAO (as part of a Japan-funded project) in 2020 to undertake country profiles covering relevant forestry legislation in three Latin American countries to be included in its Timberlex database. This work, which will contribute to the implementation of Japan's Clean Wood Act, will continue into 2021-22 under this BWP.

ITTO has been approached by the German Federal Ministry of Food and Agriculture as a potential candidate to take over the coordination of the Global Timber Tracking Network, GTTN, Phase III. GTTN, established in 2012 as an open alliance with the objective to promote the operationalization of innovative tools for wood identification and origin determination, to assist the fight against illegal logging and related trade around the globe, has brought together stakeholders concerned about illegal logging and associated trade including key institutions for the integrative use of innovative technologies such as DNA fingerprinting or stable isotope markers for timber species identification and tracking. During Phases I (2012-2014) and II (2016-2020), GTTN has been largely research/science oriented and stakeholder involvement has been largely limited to representatives from academia and NGOs. If funding for is provided, ITTO will take over the coordination of GTTN, Phase III (from 2021 onwards) as part of the ITTO LSSC programme line with a focus on having GTTN go from 'theory to practice'. Phase III will build on the activities and results of Phases I and II and in collaboration with GTTN partners including EFI, TI, WRI, Bioversity International and others. Information on GTTN can be found at <https://globaltimbertrackingnetwork.org/>.

III. Expected outputs

The activity will result in tropical forest concessionaires developing increased capacity for SFM and/or sustainable supply chains together with the main private sector importers in key consumer countries. It will thereby increase trade in sustainable/legally verified timber. The activity will facilitate the construction of LSSC-GGSC platform including the LSSC-GGSC website and index, the regional LSSC-GGSC training workshops, a study on blockchain-based international timber tracking system, the development of the Timber Trade Portal (TTP) website and the Global Timber Tracking Network (GTTN) Phase III, as well as other events and activities. Using remaining funds under 2018-20 BWP, the following work will continue into 2021-22, including building the LSSC-GGSC platform including the LSSC-GGSC website and index, organizing regional LSSC-GGSC training workshops, conducting a study on blockchain-based international timber tracking system, developing the Timber Trade Portal (TTP) website, as well as other events and activities.

If funds are provided for GTTN, main activities will include:

- Overall coordination of GTTN
- Maintenance & further development of GTTN website and information system, i.e., Service Provider Directory; Reference Database (*incl. translation into French & Spanish*)
- Inclusion/integration of GTTN into the LSSC-GGSC business information exchange platform
- Implementation of tracking systems in the ITTO producer regions (national systems; regional pilots)
- Inclusion of all means of timber tracking under GTTN

- Capacity building (with/at partner institutions) on tracking and verification tools – from ‘conventional’ tracking systems to more complex technologies (e.g., DNA fingerprinting, isotope analysis)
- Translation of website/information into French & Spanish
- Enhance cooperation & coordination with other relevant (ITTO) projects/activities and programs (e.g. CITES, IMM)

It is expected that the inclusion of GTTN as part of the LSSC programme line and the integration as a key component of the LSSC-GGSC business information exchange platform will establish a direct connection with operators in the field and throughout the entire supply chains from all relevant sectors, including enterprises, industry associations, governments, local communities and academia involved in wood supply chains and increasing awareness for timber tracking technologies and applications.

IV. Target countries

The activity will be relevant to all ITTO member countries.

V. Duration & timing 24 months

VI. Budget	LSSC-GGSC platform	US\$ 90,000
	Regional training workshops	US\$ 100,000
	Blockchain study	US\$ 130,000
	Timber Trade Portal (TTP) website	<u>US\$ 170,000</u>
	Total	US\$ 490,000
	<u>GTIN Phase III</u>	
	Coordination (staff)	US\$ 250,000
	IT (website, databases, network)	US\$ 200,000
	Workshops, training	US\$ 200,000
	Communications/Outreach/translation	US\$ 150,000
	Field Activities	<u>US\$ 500,000</u>
	Total	US\$1,300,000

Expected SAP outcome(s)

- Increased forest area that is managed sustainably and legally harvested
- Improvement in good governance and effectiveness of forest law enforcement
- Increased consistency and compatibility among systems to provide assurance of legality and sustainability for tropical timber
- Reduction in illegal logging

SAP indicator(s)

- Quantity of tropical timber exports recognized as originating from sustainably managed forests
- Increased trade in verified legally harvested timber

Activity No.3

STRENGTHENING PARTICIPATION OF THE PRIVATE SECTOR IN THE WORK OF ITTO: INDUSTRY-LED LEGALITY COMPLIANCE/DUE CARE TRAINING

I. Background

During the last decade, major consumer markets have put new market requirements and measures in place to restrict the entry of illegally harvested and traded wood products, most notably through the U.S. Lacey Act from 2008 and the EUTR from 2013. Industry, both corporate and small-scale suppliers, have had to substantially adjust their practices for sourcing legally and sustainable wood. In doing so, it has become apparent that a significant gap exists in how buyers and traders along the supply chain manage their practices in order to demonstrate due care. Some of the issues encountered have been a regular discussion at the CEM/CFI committee as tropical suppliers struggle to understand and meet new market requirements in consumer countries.

Several organizations have developed training programs and materials on forest legality in partnership with industry associations. For example, the Global Timber Forum,--a UK based nonprofit industry group which convenes associations of the wood-based industries and their stakeholders to address shared challenges in responsible trade-- and the FAO FLEGT program have brought together groups such as International Wood Products Association of the USA, the European Timber Trade Federation and the UK Timber Trade Federation, as well as others to assess supplier country training and technical assistance needs. Curricula developed in conjunction with experts were piloted and launched in producer countries in Latin America (Colombia, Guatemala and Peru) with ITTO assistance under the 2018-20 BWP.

This ongoing work supports the ITTO SAP goals of forging alliances with the private sector, strengthen ITTO work with a major CPF Partner (FAO), and fulfills a commitment by the CEM/CFI committee to enhance work with the private sector with concrete action.

II. Description

ITTO will work with the Trade Advisory Group as well as organizations such as WRI, the Global Timber Forum and FAO (a CPF partner) through its FLEGT Program, as well as other major and relevant international organizations, NGOs and private sector associations that are working in this area to pilot and scale up capacity on due care. The training model will follow one that has been proven successful – delivered by industry actors in partnership with respected intergovernmental and nongovernmental organizations, who understand the challenges and needs and vocabulary of businesses and industry in producer countries who are involved in the international trade. Remaining funding from the related activity under the 2018-20 BWP will be used to carry out an additional workshop in Latin America. If additional funds are pledged under this BWP, this work will be extended to up to five additional countries in the other tropical regions.

III. Expected outputs:

Up to five pilot training programs implemented.

IV. Target countries

ITTO Producer countries in Asia and Africa (to be selected by ITTO Secretariat in consultation with partners).

V. Duration & timing 24 months

VI. Budget

Year 2021 –	US\$ 50,000
Year 2022 –	<u>US\$ 50,000</u>
Total:	US\$100,000

Expected SAP outcome(s)

- Increased private sector capacity to trade in forest goods from legal and sustainably managed forests

SAP indicator(s)

- Number of private sector entities who are incorporating the training in their practices.

Activity No. 4

ENHANCING TEAK MANAGEMENT

I. Background

Teak (*Tectona grandis*) is recognized for its physical and aesthetic qualities as one of the most important and valuable hardwoods in the world. Although it takes only a small position in the volume of world timber production and trade, teak is one of the tropical hardwoods in demand for the luxury market and for heavy duty applications. Natural teak forests (about 29 million ha) occur in only four countries in the world: India, Lao PDR, Myanmar and Thailand. Since the 1980s, supplies of teak wood from natural forests have started to dwindle and teak has been grown increasingly in planted forests in ca. 70 countries throughout tropical Asia, Africa, Latin America and Oceania, where planted teak forests have attracted large investments from the private sector. The global teak market has been and will continue to be governed by trends in the Asian market which holds more than 90% of the world's teak resources. The major teak trade flows worldwide are directed towards India absorbing around 70% of global teak exports including shipments of plantation logs and sawn timber from Africa and Latin America. Growing private investment in teak plantations is a clear indication of the perceived potential of the species, although deforestation and unsustainable management have substantially reduced the area of natural stands.

Between 2005 and 2014, the global annual trade of teak roundwood was more than 1 million m³ on average; imports were valued at an average US\$ 487 million a year, which is about 3 per cent of the value of global primary timber products trade (US\$ 15.5 billion). The global roundwood teak trade is dominated by three major importing countries: India (74 per cent), Thailand (16 per cent) and China (10 per cent). For teak sawnwood, from 2005 to 2014, the average annual global trade stood at about 120,000 m³, or about US\$ 75 million. It was dominated by China (46 per cent), India (31 per cent) and Thailand (14 per cent). During the period of the BWP 2018-2019, the activity has received an amount of US\$1,236,250 from the German Government as an earmarked allocation for activities in the Mekong Sub-region. An additional fund of US\$250,000 is needed to continue the activity on organizing a regional workshop in LAC and supporting participants to the 4th World Teak Conference, Ghana 2021.

The ongoing activities the Mekong Sub-region cover the following outputs:

- Output 1: The conservation of teak genetic resources, sustainable management and use of natural teak forests and market accesses of teak from legal sources have been improved
- Output 2: Community-based and smallholders teak forest management and agroforestry systems have been strengthened with improved legal and sustainable supply chains
- Output 3: Regional and international collaboration, information sharing and knowledge management, networking, policy development and outreach on the sustainable management of teak forests, including sustainable use of teak genetic resources have been strengthened

Given the recent promising teak development and trade in several ITTO producing member countries, as well as in the light of current challenges of deforestation, illegal trade, declining high-quality teak stand, and the need to promote competitiveness of teak products, ITTO will continue to facilitate the promotion of a common platform through international fora to tackle the challenges of ensuring that teak products from legally and sustainably sources will benefit the member countries to improve their community livelihood and national incomes.

II. Description

Objective and scope of work

The continued activity is aimed at enhancing the contribution of sustainable teak management to the protection of tropical forest as well as promoting legal and sustainable teak industry and trade. The work will focus on organizing a regional workshop in a selected ITTO producing country in LAC region to discuss technical and non-technical components, namely:

- Component 1: Forest management. This component will cover: silviculture, seed production, forest management planning and capacity building.
- Component 2: Forest production. This component will cover: harvesting and transportation (RIL), processing (promoting innovation and efficiency), waste management and capacity building.
- Component 3: Value chain and marketing. This component will cover: legality, timber tracking, certification, Environmental Product Declaration (EPD), teak market access, certification, and improving teak production/trade statistics.
- Component 4: Raising awareness. This component will deal with dissemination of issues related to teak development aspects, including market and trade policies, technical, and managerial.

Implementation arrangement

The Executing Agency of this activity will be ITTO Secretariat in collaboration with related member countries. During the implementation of the activity, relevant stakeholders such as CSOs, trade and industry sector, and communities will be invited to collaborate, as well as international organizations such as IUFRO and TEAKNET.

III. Expected outputs

- Output 1: Knowledge on enhanced teak management for higher productive purposes in the participating countries improved
- Output 2: Efficient production processes and competitive teak products for local and international markets promoted
- Output 3: Knowledge on teak value and supply chains from legal and sustainable sources improved
- Output 4: Awareness on the importance of enhanced teak management raised

Activities

- To organize a regional teak workshop in a selected country of ITTO LAC region. The workshop will be mainly for participants from ITTO member countries in LAC region. Limited International speakers/resource persons may be invited.
- To support a number of participants from ITTO producing member countries to the 4th World Teak Conference held in Ghana in August 2021.

IV. Target countries ITTO member countries

V. Duration & timing 24 months

VI. Budget

Year 2021 -	US\$150,000
Year 2022 -	<u>US\$100,000</u>
Total:	US\$250,000
<u>By Component:</u>	Activity 1: US\$200,000
	Activity 2: US\$50,000

Expected SAP outcome(s)

- Better managed forest sector with increased access to financing and investments
- Increased forest area that is managed sustainably and legally harvested
- Improvement in good governance and effectiveness of forest law enforcement
- Reduction in illegal logging Increased contribution of the forest sector to the national and/or local economies of tropical countries
- Improved livelihoods and employment of local and indigenous communities
- Improved access to international markets for small and medium sized enterprises and community enterprises
- Increase in diversity and quantity of efficiently produced value-added products from sustainably managed forests
- Increased competitiveness and market access for tropical timber
- Increased consistency and compatibility among systems to provide assurance of legality and sustainability for tropical timber
- Increased contribution of NTFPs
- Information on tropical forests, production of timber and non-timber forests products and trade is accurate and widely available

SAP indicator(s)

- Increased trade in verified legally harvested timber
- Forest area under management plans
- Forest area under SFM
- Forest area certified
- Value of exports of tropical forest products
- Quantity of tropical timber exports recognized as originating from sustainably managed forests
- Employment and value added in further processing in producer member countries
- Diversity and quantity of value added forest products
- Income of local and indigenous communities
- Number of participating countries providing timely, accurate data

Activity No. 5

ENHANCE COOPERATION BETWEEN ITTO AND CITES

I. Background & description

ITTO and CITES have developed strong collaborative activities to improve implementation of timber listing requirements over the past 20 years. This collaboration culminated in the large capacity building program first proposed in the 2006-2007 BWP which allowed a grant proposal seeking funding for an ITTO-CITES collaborative capacity building Program to be developed. The proposal was submitted to the European Union through the European Commission, which provided 3 million euros for a first phase running from 2007-2011. The large-scale funding from the EU/EC was extended to 2012-16 under an additional grant of 5 million euros, to be matched by the equivalent of 2.5 million euros to be raised from other donors. The activity therefore continued under ITTO's 2008-2009, 2010-2011, 2012-2013, 2013-2014 and 2015-2017 BWPs, primarily with EU funding but with additional contributions of over \$3 million from the USA, Switzerland, Japan, the Netherlands, Norway, Germany, New Zealand, China, the private sector and ITTO's BPF. The work was managed by ITTO until the end of 2016 with assistance from three regional coordinators and the CITES Secretariat and guided by a program advisory committee.

The ITTO-CITES Program completed implementation of more than 40 activities under its second phase from 2012-16. Country-specific activities were completed in Brazil, Cameroon, China, Congo, DRC, Guatemala, Indonesia, Madagascar, Malaysia and Peru, focusing on African species *Pericopsis elata* (afro-rosalia), *Prunus africana* (African cherry), and several *Dalbergia* (rosewood) and *Diospyros* (ebony) species from Madagascar; Asian species *Aquilaria/Gyrinops* spp. (agarwood) and *Gonystylus* spp. (ramin); and Latin American species *Cedrela odorata*, *Swietenia macrophylla*, *Dalbergia retusa* and *D. stevensonii*. Eight activities were funded and completed under the Trade and Market Transparency thematic program based on a provision of the EU/EC funding grant calling for 20% of the EU funds provided to be directed to activities with objectives relevant to both the TMT and CITES programs.

While the EU/EC in 2016 decided to provide further funding for work on CITES-listed tree species directly to the CITES Secretariat through a new CITES Tree Species Program (CTSP), other ITTO donors are encouraged to recognize ITTO's comparative advantages in this field by continuing to support ITTO's CITES-related work through this on-going BWP activity. Using funds already provided under the 2018-20 BWP, ITTO is currently negotiating with two African countries (Cameroon and Republic of Congo) to operationalize pilot studies on DNA tracking of *Pericopsis elata* and *Prunus africana* undertaken through the ITTO-CITES Program. Negotiations are also currently underway with the CITES Secretariat to finalize a third agreement to foster ITTO inputs to the CTSP; this agreement will provide for cost-sharing on an international timber identification workshop, a compilation of work on non-detriment findings (NDFs) for agarwood species, and other activities of mutual interest. New funding pledged under this BWP to this activity will assist such contributions to the CTSP by ITTO and will also help Member Countries in implementing CITES requirements for listed tropical timber species.

II. Expected outputs

During the biennium and as appropriate/required in consultation with the CITES Secretariat, this activity will facilitate:

- assistance in implementing CITES requirements for listed tropical timber species (e.g. inventories, NDFs, tracking);
- assistance to CITES Secretariat in implementing the CTSP;
- assistance with preparing proposals for CITES listings of new tropical tree species; and
- attendance and participation of ITTO in relevant CITES meetings and fora.

III. Target countries ITTO member countries

IV. Duration & timing 24 months

V. Budget	Work in producer countries and with CTSP:	US\$150,000
	Assistance with CITES listings proposals:	US\$30,000
	Attendance at relevant meetings	<u>US\$20,000</u>
	Total:	US\$200,000

Expected SAP outcome(s)

- Increased competitiveness and market access for tropical timber
- Trade and utilization of timber and non-timber tropical forest species is consistent with their conservation

SAP indicator(s)

- Value of exports of tropical forest products
- Quantity of tropical timber exports recognized as originating from sustainably managed forests
- Number of commercial timber species and non-timber tropical forest species listed in CITES Appendix I

Activity No. 6

INDEPENDENT MARKET MONITORING OF FLEGT-LICENSED TIMBER

I. Background

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

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

The EU (through the EC) selected ITTO to implement an Independent Market Monitoring system for FLEGT-licensed timber being placed on the EU market starting in 2014. Detailed terms of reference ("project description") and budget have been concluded in liaison with the EU/EC and are available on request from the Secretariat. The IMM suspended operations in early 2016 due to ITTO's financial impairment and resumed operations in early 2017 once arrangements were concluded with the EC to allow recommencement of funding.

II. Description

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

The IMM systems primary objectives are to:

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

III. Expected outputs

- Annual Reports for 2020-21 to summarize the status of licensing in VPA Partner countries, provide an overview of major market trends and implications for VPA licensing, and a systematic review of market impacts against agreed indicators. The reports will include country annexes, detailing developments in each VPA country and markets for their timber products. IMM will also work closely with each JIC to assist in preparation of market-related aspects of their own FLEGT VPA Annual Report mandated under the terms of the agreements. Where relevant and feasible, the IMM will also undertake specific studies of issues or markets at the request of VPA countries and with the approval/support of a steering committee.
- An IMM website was launched in early 2018 for real-time distribution and visualization of data relating to trade in VPA licensed timber and associated market impacts as such data become available. The website, which is also used as a hub for on-line collection of market survey data, will be regularly updated in 2021-22. Starting in the last quarter 2017, IMM has issued a regular e-newsletter via the website and by email. The newsletter, which performs the dual role of regularly reporting on IMM activities and commenting on the latest quarterly trends in trade in VPA licensed timber products, will continue to be published in 2021-22.

- IMM will also continue contributing regular articles/information to ITTO's Tropical Timber Market (TTM) Report, published every two weeks to improve transparency in international tropical timber markets, and Tropical Forest Update which is published quarterly in English, French and Spanish.

IV. Target countries Global (focus on EU market and VPA partner countries)

V. Duration & timing 24 months

VI. Budget

EUR 4,000,000 (approximately US\$5,000,000; see "project description" document for full budget)

Expected SAP outcome(s)

- Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion
- Information on tropical forests, production of timber and non-timber forests products and trade is accurate and widely available

SAP indicator(s)

- Coverage and accessibility of ITTO databases
- Number of countries using information for policy, market development and investment promotion
- Number of ITTO members and other stake-holders providing timely, accurate data

Activity No. 7(a)

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

CRITERIA AND INDICATORS WORKSHOPS

I. Background

Under ITTC Decisions 5(XXX), 9(XXX), 4(XXXIV), 31 ITTO producer member countries have benefited from a series of national workshops to train forest stakeholders on the use of the ITTO Criteria and Indicators (C&I) for SFM to monitor, assess and report on forests and forest management. The most recent workshops were held in Kinshasa, DRC in July 2010, Paramaribo, Suriname in August 2011 and Cotonou, Benin in March 2014. This activity will allow for additional workshops during 2018-2019 to disseminate the revised ITTO C&I approved in 2015 and with a focus on new member countries like Mozambique and Vietnam.

II. Description

The activity will allow for 2-3 additional national C&I training workshops to be targeted primarily at countries that have not already benefited from this training, including countries that have become new members since the entry into force of the ITTA, 2006. The curriculum of these workshops will evolve to ensure that participants receive up to date information on all relevant aspects of monitoring, assessing and reporting (MAR) on forests, including via the revised ITTO C&I.

III. Expected outputs

- At least 60 stakeholders in ITTO producer member countries familiar with the ITTO C&I; and
- More countries able to effectively report on forests/forest management using the ITTO C&I reporting format.

IV. Target countries ITTO producer members

V. Duration & timing 24 months (commencing when funding made available)

VI. Budget 4 workshops @ \$37,500 each US\$150,000
Total: US\$150,000

Expected SAP outcome(s)

- Increase forest area that is managed sustainably and legally harvested

SAP indicator(s)

- ITTO indicators for SFM
- Forest area under management plans
- Forest area under SFM
- Forest area certified

Activity No. 7(b)

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

ADAPTING THE 2016 ITTO CRITERIA AND INDICATORS (C&I) FOR SFM TO AFRICAN CONTEXT

I. Background

The process for the identification and selection of an international consultant and a regional consultant was launched by the ITTO Secretariat in order to revise the ATO-ITTO Principles, Criteria and Indicators (PCI) for the sustainable management of African tropical forests and also conduct two regional validation workshops (one for English speaking countries and one for French speaking countries in Africa). The process was unfortunately interrupted by the restriction measures related to the COVID-19 pandemic (on travel and meeting)". This BWP Activity will deal with revising and updating the ATO-ITTO Principles, Criteria and Indicators (PC&I) for the sustainable management of African natural forests, in accordance with the first recommendation made by the Second Regional Workshop on ITTO Voluntary SFM Guidelines held in Cotonou (Benin), in May 2017. The aim is to get the revised and updated ATO-ITTO PC&I be consistent with the ITTO Voluntary SFM Guidelines and the 2016 set of ITTO Criteria and Indicators (C&I). This is an opportunity to take into account relevant United Nations (UN) sustainable development goals (SDGs), as well as relevant international initiatives [Paris Agreement on Climate of 2015, United Nations strategic plan for forests (UNSPF) 2017-2030, Aichi Target 2020 for the convention on Biological Diversity (CBD), etc.]

The revision of the ATO-ITTO PC&I is an urgent matter as the current ATO-ITTO PC&I is already endorsed by many ITTO member countries in Africa as part of their national forest policies. It is also used as a reference policy document contributing to the implementation of the Voluntary Partnership Agreement (VPA), under the Forest Law Enforcement Governance and Trade (FLEGT), being negotiated by some ITTO member countries in Africa with the European Commission. This ITTO Policy Publication will be a tool contributing to strengthen the cooperation and collaboration on legal and sustainable supply chains (LSSC) issues, as a consolidation of the outcomes of the ITTO operational phased regional project PD 124/01 (M).

II. Description

With the partial funds already secured, the international consultant and a regional consultant will be mobilized in 2021 for the development of detailed content of the new set to be titled "*ITTO Criteria and Indicators (C&I) for Sustainable Management of African Tropical Forests*". The validation workshop (with the assumption of a significant improvement of the COVID-19 pandemic in ITTO Members) and the publication and dissemination of the validated new set will be covered in 2022 with new funds to be mobilized through the BWP 2021-2022. In cooperation with relevant international partners, the implementation of this BWP Activity can be outlined as follows:

2.1 An international consultant will be selected for undertaking tasks aimed at revising and updating the ATO-ITTO PC&I. His/her specific tasks will mainly include:

- Developing, in consultation with ITTO Secretariat, the detailed content of the new set to be titled "*ITTO Criteria and Indicators (C&I) for Sustainable Management of African Tropical Forests*";
- Conducting, in collaboration with the regional consultant, the regional workshop for the technical validation of "*ITTO Criteria and Indicators (C&I) for Sustainable Management of African Tropical Forests*";
- Deliver a presentation at ITTC on the outcomes of the consultancy works.

2.2 A regional consultant will be selected to provide support to the international consultant for the organization of the validation regional workshop. His/her specific tasks will mainly include:

- Assisting the international consultant in organizing and facilitating the validation regional workshop;
- Preparing the report of the validation regional workshop for submission to the ITTO Secretariat.

2.3 Organizing a Regional Workshop for the validation of "*ITTO Criteria and Indicators (C&I) for Sustainable Management of African Tropical Forests*":

- Holding of a regional workshop for the validation of the draft revised and updated ATO-ITTO PC&I by experts from ITTO member countries in Africa under the supervision of an international consultant and a regional consultant;
- Venue: regional workshop to be held in a selected ITTO member country in Africa with up to 40 participants, including ITTO focal points in member countries and representatives of relevant forest related stakeholders and ITTO partners.

2.4 Editing, translation, publication and dissemination of "*ITTO Criteria and Indicators (C&I) for Sustainable*

Management of African Tropical Forests”:

- After being approved by an ITTC session, the ITTO Communication and Outreach Unit will be in charge of this important task in relation to the ITTO mandate on information sharing.

III. Expected outputs

- “ITTO Criteria and Indicators (C&I) for Sustainable Management of African Tropical Forests” technically validated by experts from ITTO member countries in Africa and duly adopted by ITTC;
- “ITTO Criteria and Indicators (C&I) for Sustainable Management of African Tropical Forests” made available for dissemination by the ITTO Secretariat;

IV. Target countries

- ITTO member countries in Africa, for the dissemination and implementation of the new set of “ITTO Criteria and Indicators (C&I) for Sustainable Management of African Tropical Forests”;
- ITTO partner institutions involved in the promotion of sustainable forest management (SFM) and forest governance in Africa through bilateral and multilateral cooperation channels.

V. Duration & timing 24 months

VI. Budget	International Consultant:	US\$ 40,000
	Regional Consultant:	US\$ 20,000
	Regional Workshop (for validation):	US\$ 60,000
	Outreach and communication materials	<u>US\$ 20,000</u>
	Total:	US\$140,000

Expected SAP outcome(s)

- Improvement in good governance and effectiveness of forest law enforcement
- Increased forest area that is managed sustainably and legally harvested
- Increase in area of forest under SFM and use of ITTO guidelines and C&I

SAP indicator(s)

- Member countries implementing policy framework to promote SFM
- Increased trade in verified legally harvested timber
- Forest area under management plans
- Forest area under SFM
- ITTO indicators for SFM

Activity No. 8

STATISTICAL CAPACITY BUILDING WORKSHOPS

I. Background

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

II. Description

The purpose of this activity is to support up to four regional training workshops or other activities on request, to enable producer countries to meet their reporting requirements on forestry sector statistics. In order to maximize the number of participants per workshop, ITTO and FAO have been organizing regional workshops for which 30-40 participants from 15-20 countries are invited to participate to meetings and a field trip for 3-4 days. Both organizations coordinate these regional workshops on a round basis in the three producing regions (Africa, Asia-Pacific and Latin America-Caribbean regions).

Although the objectives of country-level workshops will be tailored to specific needs, these will include the following:

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

III. Expected outputs

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

IV. Target countries ITTO member countries

V. Duration & timing 24 months

VI. Budget US\$100,000

The aim of this activity is to be able to organize up to 4 regional workshops which costs are shared equally between FAO and ITTO. The estimated total cost for one workshop is \$50,000 (\$25,000 for ITTO and \$25,000 for FAO). The expected cost breakdown for one regional workshop inviting 20 participants for 3 days is as follows:

Participants air travel fees	US\$15,000
Participants accommodation, DSA	US\$15,000
Meeting rooms, logistic, conference	
Facility, documents printing	US\$10,000
Miscellaneous/field trip	US\$10,000

Expected SAP outcome(s)

- Public institutions, communities and commercial entities have adequate forest management, planning, policy and business skills needed to implement SFM and engage in international trade

- Increase in the awareness of the contribution of SFM to economies
- Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members

SAP indicator(s)

- Number of individuals receiving training or education

Activity No. 9

PREVENTION AND MANAGEMENT OF FIRE IN TROPICAL TIMBER-PRODUCING FORESTS

I. Background

Improving fire management is increasingly urgent in the tropics, as shown by recent devastating fires in the Amazon and elsewhere. The occurrence of forest and land fires—aggravated by drought conditions and heatwaves—is a major cause of forest loss and degradation in many tropical countries. Reducing the incidence of forest and land fires requires effective fire prevention and management as well as mechanisms for rapid fire response in the tropics.

ITTO project work in forest fire has been promoted in line with the ITTO Guidelines on Fire Management in Tropical Forests (PS-6) published in order to promote the development of forest fire prevention and control strategies to the operational forest managers, planners and local communities in tropical countries. ITTO has established partnerships with the United Nations International Strategy for Disaster Reduction (UNISDR) Global Wildland Advisory Group, and the Global Fire Monitoring Center (GFMC). ITTO has also supported a series of the International Wildland Fire Conferences which were held respectively in May 2011 in Sun City, South Africa, in October 2015 in Pyeongchang, Korea and in October 2019 in Campo Grande, Mato Grosso do Sul, Brazil. Through the fire guidelines and filed projects, ITTO has worked with cooperating organizations and agencies in the development and implementation of national action plans for forest fires and organization of meetings for regional forest fire-related networks focusing on the tropics.

Under the 2018-2020 BWP, the Government of Japan provided funding of US\$ 2,210,526 to this activity to develop projects to strengthen the capacities of national and local authorities in Indonesia and Peru to take urgent action for prevention and response to forest fires. The implementation agreements for these two activities were concluded in August 2020 and these activities are expected to start in November 2020. This activity is funded as part of the Programmatic Line 2 (PL2) titled “Conservation of Biodiversity and Ecosystem Services” and Programmatic Line 4 (PL4) titled “Emerging Issues and Innovation” under the Programmatic Approach of the new financing architecture which is subject to a pilot phase implementation.

II. Description

The proposed activity under this BWP aims to assist the development/ revision of national forest fire strategies and action plans by assessing implementation challenges for selected countries to enhance integrated forest fire management capacity. These assessments will be focusing on six selected countries (two per tropical timber producing region) through a multi-stakeholder, participatory gap analysis of the current strategies and action plans for the prevention and management of forest and land fires in collaboration with partners, including the Global Fire Monitoring Center (GFMC) supporting various regional forest fire networks in the tropics. It will also assist the participation of relevant ITTO stakeholders in key international forest fire events.

III. Expected outputs

- Improved forest policy development for fire prevention and management with improved national fire cooperation opportunities
- Partnerships with partnerships, including the Global Fire Monitoring Center (GFMC), for effective coordination and synergies among stakeholders in combating and preventing forest and land fires

IV. Target countries: ITTO member countries

V. Duration & timing: 24 months

VI. Budget	Assessment for the development/ revision of national strategies	
	Action plans for prevention and management of forest fires (six countries; US\$ 20,000 per country)	US\$120,000
	Participation in international forest fire events	<u>US\$ 20,000</u>
	Total	US\$140,000

Expected SAP outcomes

- Increased forest area that is managed sustainably and legally harvested
- Improvement in good governance and effectiveness of forest law enforcement
- Increase in the capacity of members to address climate change adaptation and mitigation through SFM

SAP indicators

- Forest area under SFM

- Number of member countries with forest policy framework for climate change mitigation and adaptation
- Number of stakeholders participating in SFM policy development processes

Activity No. 10

FORMULATE A NEW ITTO STRATEGIC ACTION PLAN

I. Background

Article 24(3) of the ITTA defines that the Council shall establish on a regular basis an action plan to guide policy activities and identify priorities and the thematic programmes referred to in article 20, paragraph 4, of that Agreement. Priorities identified in the action plan shall be reflected in the work programmes approved by the Council. Policy activities may include the development and preparation of guidelines, manuals, studies, reports, basic communication and outreach tools, and similar work identified in the Organization's action plan. The current ITTO Strategic Action Plan 2013-2018 has been extended through 2019 and due to the exigencies of the COVID-19 pandemic another extension will be requested through 2021. A new Draft SAP will be presented to the 57th ITTC in 2021 for approval by the Council. This activity has received full funding under the BWP 2018-2019 (extended through 2020) and is not seeking additional funds.

II. Description

The new SAP will highlight the key features of the scope of the ITTA 2006, namely the wider contribution to sustainable development; the inclusion of other forest products than timber; the consideration of environmental services; illegal logging and governance issues; and the increased need for capacity building and economic development for small forest users and local communities. It will be the second SAP implemented under the ITTA, 2006 and will govern the operations of the Organization towards the achievement of the objectives defined in the ITTA, 2006. Building upon the SAP 2013-2018, the new SAP will also take into account as appropriate relevant developments in the wider international policy framework within which ITTO operates, including the United Nations Strategic Plan for Forests 2017-2030 (UNSPF), the 2030 Agenda for Sustainable Development, the Paris Agreement, the Convention on Biological Diversity and/or other international forest-related instruments and processes.

The main activities foreseen under this Activity are:

- Consultancy services involving one Producer and one Consumer expert;
- Convening a Working Group of a balanced number of Producer and Consumer representatives, as well as representatives of the Trade Advisory Group and the Civil Society Advisory Group to review and refine the draft prepared by the consultant;
- Translation and publication of the new ITTO Strategic Action Plan.

III. Expected outputs

An ITTO Strategic Action Plan to govern the operations of the Organization.

IV. Target countries ITTO member countries

V. Duration & timing 9 months (in 2021)

VI. Budget US\$200,000

Expected SAP outcome(s)

- Cross-cutting. The outcomes will be defined in the new SAP

SAP indicator(s)

- Cross-cutting. The indicators will be defined in the new SAP

Activity No. 11(a)

DEVELOPING AND OPERATIONALIZING ITTO'S POLICY GUIDELINES TO MEMBERS

OPERATIONALIZING THE ITTO POLICY GUIDELINES ON GENDER EQUALITY AND EMPOWERING WOMEN

I. Background

ITTO is committed to gender mainstreaming and enhancing gender equality outcomes across its policy and project work. The ITTO Policy Guidelines on Gender Equality and Empowering Women (GEEW) approved at the 53rd ITTC institutionalize this commitment. The Policy Guidelines serve as a framework for gender integration in ITTO policies, plans, programmes, projects, activities and internal functioning and are intended to enhance the impact and effectiveness of the Organization's operations in all areas and at all levels.

II. Description

In order to implement the gender policy guidelines, a number of possible actions had been proposed in the report of the consultant presented to the 53rd ITTC. While a number of the proposed actions can be initiated or undertaken within existing resources, the following actions proposed for implementation under the BWP 2021-2022 require voluntary contributions from Members for their implementation.

- Supplement the gender guidance contained in the ITTO Manual for Project Formulation (2009 edition) with a new Appendix D to provide guidance on gender analysis.
- Update ITTO project-related manuals to include guidance on gender-related results-based management (outcomes, impacts, etc.), including gender-sensitive results indicators and sex-disaggregated data.
- Include a training module on gender integration in all ITTO training workshops on proposal preparation to ensure Executing Agencies and project coordinators have the skills needed to properly integrate gender issues into project planning, design, monitoring and evaluation.
- Provide training to all ITTO staff members so that they understand the importance of GEEW and how to integrate gender issues in their work.
- Participate in meetings/initiatives to develop a network of forest gender experts from CPF organizations, GCF, UN WOMEN, GPC and interested CSAG and TAG organizations.
- Conduct a study on gender roles in forest industry, manufacturing and trade.

III. Expected outputs

Enhance the effective integration of gender considerations in all aspects of ITTO's policy and project work. Build the capacity of ITTO and its Members to promote gender quality and empower women in the tropical forest sector.

IV. Target countries ITTO member countries

V. Duration & timing 24 months

VI. Budget	Review and update ITTO Manuals	US\$ 50,000
	Development and implementation of a training module on Gender for proposal preparation workshops	US\$ 40,000
	Participation in meetings and networking	US\$ 40,000
	Training of ITTO staff	US\$ 25,000
	Study on gender roles in forest industry	<u>US\$ 30,000</u>
	Total:	US\$185,000

Expected SAP outcome(s)

- Public institutions, communities and commercial entities have adequate forest management, planning, policy and business skills needed to implement SFM and engage in international trade

SAP indicator(s)

- Number of individuals receiving training or education
- Number of trained individuals per hectare of forest per country

DEVELOPING AND OPERATIONALIZING ITTO'S POLICY GUIDELINES

DISSEMINATING ITTO GUIDELINES FOR FOREST LANDSCAPE RESTORATION IN THE TROPICS

I. Background

The newly approved *ITTO Guidelines for Forest Landscape Restoration in the Tropics* was published by ITTO on 5 October 2020 with the aim to help stakeholders (from policymakers to foresters and farmers) in restoring degraded forest landscapes, thereby providing vital goods and ecosystem services and creating sustainable rural livelihoods and employment. Forest landscape restoration (FLR) is an inclusive approach requiring some guidance to assist decision-makers and practitioners in putting it into practice, through the dissemination and outreach actions (workshops, printing of hardcopies for distribution, etc.). Potential international partners could be, among others, the following: Bonn Challenge with its global call for the restoration of 150 million ha by 2020; TICAD-VI through the Pilar 3/3.1 of the TICAD-VI Nairobi Implementation Plan approved in August 2016; African Development Bank through its initiatives (Africa Climate Change Fund, Africa Carbon Support Program, African Natural Resources Center, Climate Investment Funds); World Resources Institute (WRI) through its 20-20 Target Initiative.

II. Description

Taking into account the fact that there have been major developments in forest-related policy international initiatives, such as the United Nations Decade on Ecosystem Restoration (2021-2030), United Nations Sustainable Development Goal 15 (SDG-15) that promotes halting the global deforestation and the Paris Agreement on Climate which places efforts to tackle deforestation and promote sustainable forestry as a core achievement within the framework of global carbon mitigation measures, this BWP Activity will be implemented as follows:

- Production of outreach and communication materials on the newly adopted ITTO Guidelines for Forest Landscape Restoration in the Tropics;
- Participation in relevant international FLR events with the involvement of ITTO international partners while taking into account the situation of the COVID-19 pandemic; and
- Organize three country or/and regional workshops (one in each tropical timber producing region).

III. Expected outputs

- The outreach and communication materials on the newly adopted ITTO Guidelines for Forest Landscape Restoration in the Tropics published for dissemination in ITTO member countries produced;
- ITTO Guidelines for Forest Landscape Restoration in the Tropics disseminated through county or/and regional workshops in collaboration with international partners, particularly with the members of the Collaborative Partnerships on Forests (CPF).

IV. Target countries

- ITTO producing member countries for the dissemination and implementation of the newly adopted ITTO Guidelines for Forest Landscape Restoration in the Tropics; and
- Regional and sub-regional institutions/organizations to be used as channel for the internalization of the revised and updated ITTO guidelines for forest landscape restoration in the country forest policies.

V. Duration & timing 24 months

VI. Budget

Outreach and communications materials in the three ITTO working languages:	US\$ 20,000
Participation in international FLR events	US\$ 20,000
Country or/and Regional Workshops (3 regions):	<u>US\$150,000</u>
Total:	US\$190,000

Expected SAP outcome(s)

- Increased forest area that is managed sustainably and legally harvested
- Increase in the capacity of members to address climate change adaptation through SFM

SAP indicator(s)

- Member countries implementing policy framework to promote SFM
- Number of member countries with forest policy framework for climate change mitigation and adaptation
- Number of countries with initiatives in place for payments for environmental services or similar mechanisms

Activity No. 11(c)

DEVELOPING AND OPERATIONALIZING ITTO'S POLICY GUIDELINES

SUPPORT FOR WOMEN'S GROUPS WITH GENDER EMPOWERMENT AND FOREST LANDSCAPE RESTORATION IN TOGO

I. Background

This Activity is funded under the pilot phase of the Programmatic Approach of the new financing architecture Third Programme Line (PL3) titled "*Forest Landscape Restoration and Resilient Livelihoods*" in conformance with the implementation of Decision 8(LV) calling upon the ITTO Secretariat to play a more proactive role in seeking new funding avenues and partners for the funding of ITTO's work. It will contribute to and operationalize the ITTO Policy Guidelines on Gender Equality and Empowering Women and the ITTO Guidelines for Forest Landscape Restoration (FLR) in the Tropics, as a pilot case to be implemented in Togo. Any additional funds pledged will replicate this activity in two other African countries to be decided in due time and in consultation with the donors and the women's groups involved in FLR.

II. Description

Women in rural communities are in charge of providing many of the essential livelihood functions for their families and are disproportionately affected by poverty, the impact of climate change and the rapid decline of natural resources on which they depend. This Activity will serve as an example and encouragement for other women groups in Togo to take the initiative to emancipate themselves from traditional gender roles and to improve their livelihoods as follows:

- To build the organizational, technical and material capacities for empowering local women's groups regarding the implementation of forest landscape restoration and agro-forestry activities in Togo, with the potential of replication in two other African countries to be decided in due time; and
- To increase their resilience against impacts from climate change.

III. Expected outputs

- Capacity of selected women's groups in the rehabilitation of degraded forest ecosystems reinforced;
- Resilience of recipient communities to climate change and the improvement of their living conditions through increased and strengthened household incomes;
- ITTO Policy Guidelines on Gender Equality and ITTO Guidelines for Forest Landscape Restoration in the Tropics implemented.

IV. Target countries

- ITTO producing member countries in Africa with a special focus on women's groups involved in FLR.

V. Duration & timing 24 months

VI. Budget	FLR and gender related capacity building:	US\$ 90,000
	Ground agroforestry and FLR implementation	US\$180,000
	Consultants for technical support on FLR and Gender:	<u>US\$ 30,000</u>
	Total:	<u>US\$300,000</u>

Expected SAP outcome(s)

- Improved livelihoods and employment of local and indigenous communities, particularly women
- Increase in the capacity of members to address climate change adaptation through SFM

SAP indicator(s)

- Income of local and indigenous communities
- Number of countries with initiatives in place for payments for environmental services or similar mechanisms

CONSERVATION AND SUSTAINABLE USE OF BIODIVERSITY IN TROPICAL TIMBER PRODUCTION FORESTS

I. Background

The draft post-2020 global biodiversity framework has been discussed in CBD to promote an inspirational and motivating 2030 mission as a stepping-stone towards the 2050 Vision, taking into account the lessons learned from the implementation of the Aichi Biodiversity Targets and the Strategic Plan for Biodiversity 2011-2020. CBD COP 15 in May 2021 is expected to adopt a set of goals and targets for the post-2020 global biodiversity framework which will include the conservation and sustainable use of forest biodiversity.

Recognizing the critical importance of tropical production forests, which is protected areas for biodiversity conservation covering not more than 10% of the world's forests, in promoting the conservation and sustainable use of biodiversity, ITTO adopted the ITTO/IUCN Guidelines for the conservation and sustainable use of biodiversity in tropical timber production forests at the Forty-fourth Session of the Council, in November 2008. In collaboration with IUCN and other relevant partners, the application of the guidelines has been promoted at a range of scales in partnership with forest operators, local communities and other stakeholders. Based on the provisions of the memorandum of understanding signed by the CBD and ITTO Secretariats, ITTO has been implementing the Joint ITTO-CBD Collaborative Initiative for Tropical Forest Biodiversity since 2010, which helps fund field projects in tropical timber producer countries.

II. Description

This activity will contribute to promote the conservation and sustainable use of biodiversity in tropical timber production forests through the following actions:

- Assist the participation of selected ITTO biodiversity project team members in CBD COP 15 which will take place in China in May 2021 with the organization of a joint side event with CBD to share ITTO experiences and in related international meetings
- Develop a programme document for the Joint ITTO-CBD Collaborative Initiative for Tropical Forest Biodiversity for 2021-2025
- Support the implementation of the ITTO-CBD Collaborative Initiative (Programme) for 2021-2025 and disseminate its outcomes at international biodiversity events

III. Expected outputs

- Sharing the ITTO experience in promoting the conservation and sustainable use of biodiversity in tropical timber production forests
- Development of the ITTO/CBD Collaborative Initiative for 2021-2025
- Wider knowledge and implementation of the forest-based targets and goals of the post-2020 global biodiversity framework
- Effective implementation of the ITTO/CBD Collaborative Initiative for 2021-2025 as well as increasing partnerships and fund-raising activities for its implementation.

IV. Target countries: ITTO member countries

V. Duration & timing: 24 months

VI. Budget	Participation of ITTO stakeholders in CDB COP 15	US\$ 20,000
	Development of the ITTO and CBD programme document for collaborative initiative 2021-2025	US\$ 25,000
	Support for the implementation of the of the ITTO and CBD for collaborative initiative for 2021-2025 with national workshops	<u>US\$ 60,000</u>
	Total	US\$105,000

Expected SAP Outcomes

- Enhance local capacity for biodiversity conservation in tropical timber production forests
- Safeguard tropical forest biodiversity in forestry interventions
- Improve health and welfare of local communities and indigenous groups through biodiversity conservation and sustainable use of natural resources, including medicinal and aromatic plants

SAP Indicators

- Forest area for conservation and protection
- Number of member countries promoting the conservation and sustainable use of biodiversity in tropical timber production forests
- Number of stakeholders participating in the conservation and sustainable use of biodiversity in tropical timber production forests

COOPERATION AND CONSULTATION WITH THE CPF, UNFF AND OTHERS

I. Background

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

II. Description

The objective of this activity is to promote and integrate the role of productive forest and trade in major global processes (UNFF, CPF, UNFCCC, UNCCD, CBD, UN Environment, UNCTAD, GFLR and other initiatives) for achieving SDG and Global Forest Goals of green and inclusive growth, securing livelihood needs and protecting national and global public good values. ITTO will generate understanding for the need of investing into forest resources and landscape to offset the emerging global supply deficit of timber and non-timber products and to enhance their role in moving towards a circular economy. ITTO will help increase the understanding that sustainable forest management and legal and sustainable supply chains will generate multiple wins for the benefit of people, the environment and climate. Through this activity, ITTO will be able to collaborate and contribute concretely and meaningfully to the work of the UNFF and CPF as well to other global initiatives by providing relevant inputs, participating proactively in these global fora s as well as to contributing to the costs of joint activities.

III. Expected outputs

- Representation of ITTO at UNFF and CPF enhanced;
- Cooperation and collaboration between ITTO, UNFF and CPF and other relevant initiatives maintained and strengthened;
- ITTO's outreach, communication and interaction at international and regional levels broadened;
- Perspective and importance of the role of sustainable productive tropical forests and associated supply chains in UNFF and CPF work and activities adequately presented and augmented;
- ITTO's knowledge and awareness of major and emerging forest issues and developments enhanced; and
- Efficiency and effectiveness of ITTO's work enhanced and synergized through cooperation and collaboration.

IV. Target countries Global

V. Duration & timing 24 months

VI. Budget	Travel for ITTO staff:	US\$ 60,000
	Travel from producer countries:	US\$ 40,000
	Consultant Fees:	US\$ 40,000
	Material/ printing:	<u>US\$ 10,000</u>
	Total	US\$150,000

Expected SAP outcome(s)

- Understanding of productive forests and sustainable supply chains for green and inclusive growth and livelihood benefits augmented and national and global public goods augmented and reflected in official statements and declarations
- Role of ITTO as a discussion leader recognized
- Investments in productive forests and landscapes as well as in legal and sustainable supply chains increased

SAP indicator(s)

- Decisions and declaration in international fora
- Investments finance increased
- Volume of legal and sustainably trade timber/non-timber products increased

ITTO COMMUNICATION STRATEGY

I. Background

To be effective, outreach and communication efforts must be coherent and have a common direction. ITTO has never had a formal communication strategy, and although outreach on ITTO's global policy work is well coordinated, it tends to be ad hoc for programmes and projects. Moreover, there is an increasing need to integrate communication efforts with digital platforms such as websites, social media and apps, requiring strong coordination.

II. Description

Develop a formal, long-term communication strategy to optimize the use of ITTO's knowledge, communication resources and outreach capabilities in fulfilling its mission; increase the exposure of ITTO's work to its members; and support fundraising tailored towards target groups.

The Government of USA pledged funding for this activity at ITTC55 in December 2019. At the time of preparation of this report terms of reference for a communication consultant to assist in the development of the strategy were drafted. Secretariat expects to engage a consultant in the last quarter of 2020 and work on developing the strategy from 2021. This activity has received full funding under the BWP 2018-2019 (extended through 2020) and is not seeking additional funds.

III. Expected outputs

A long-term strategy that sets out the Organization's outreach objectives and programme and identifies the actions, tools, approaches, stakeholders and resources required to put the strategy into effect.

IV. Target countries All members

V. Duration & timing 24 months

VI. Budget	Consultant fees	US\$40,000
	Translation	US\$ 7,500
	Printing	US\$ 5,000
	Training	US\$10,000
	Software, hardware and equipment	<u>US\$ 7,500</u>
	Total	<u>US\$70,000</u>

Expected SAP outcome(s)

- Information on tropical forests, production of timber and non-timber forests products and trade is accurate and widely available
- ITTO members use accurate supplied information in policymaking, forest management, market development and investment promotion
- The use of ITTO data by other institutions and processes is improved

SAP indicator(s)

- Coverage and accessibility of ITTO databases
- Number of countries using information for policy, market development and investment promotion
- Number of visitors to ITTO's website
- Number of websites linked to ITTO's website

Activity No. 16

ITTO TROPICAL FOREST UPDATE (TFU)

I. Background

The Tropical Forest Update (TFU) newsletter has been produced since 1990 with the aim of promoting the conservation and sustainable development of tropical forests and it's currently distributed in hard copy to around 14,000 individuals in more than 160 countries in English, French and Spanish. TFU is also available online at ITTO's website¹ and since 2016 on the TFU app².

II. Description

The activity will allow for production (as described above) of up to 4 issues per year of the TFU in ITTO's three working languages.

III. Expected outputs

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

IV. Target countries Global

V. Duration & timing 24 months

VI. Budget	Printing and posting on TFU app	US\$160,000
	Layout and design	US\$ 50,000
	French and Spanish translation	US\$130,000
	Consultant fees	US\$ 45,000
	Miscellaneous	<u>US\$ 5,000</u>
	Total	US\$390,000

Expected SAP outcome(s)

- Information on tropical forests, production of timber and non-timber forests products and trade is accurate and widely available
- ITTO members use accurate supplied information in policymaking, forest management, market development and investment promotion
- The use of ITTO data by other institutions and processes is improved

SAP indicator(s)

- Coverage and accessibility of ITTO databases
- Number of countries using information for policy, market development and investment promotion
- Number of visitors to ITTO's website
- Number of websites linked to ITTO's website

¹ https://www.itto.int/tropical_forest_update/

² Keywords = TFU ITTO

Activity No. 17 (a)

PUBLIC RELATIONS, EDUCATION AND OUTREACH ACTIVITIES

COMMUNICATIONS ACTIVITIES (WEBSITE, REPORTS, PUBLIC RELATIONS, ETC.)

I. Background

ITTO's work produces a wide-range of outputs and impacts, especially in the field which needs to be effectively and extensively disseminated, to raise awareness of sound SFM practices among members and other stakeholders, while raising the profile of the Organization.

II. Description

ITTO undertakes a range of regular communication and outreach activities to reach a wide audience, including inter alia, managing the website (e.g. postings, and improvements in functionality and appearance); publishing and disseminating ITTO reports and publications (e.g. annual reports, project and activity reports, newsletters, TFU articles, news stories and events); producing and disseminating public relations materials (e.g. brochures, calendars, infographics, pamphlets, posters, videos and photographic images) to convey the work of the Organization; and other ad hoc initiatives, including in collaboration with other partners.

III. Expected outputs

Regular website and social media post on the work of the Organization; up to two new policy/technical series documents published and disseminated; up to 8 TFU issues widely distributed; up to 10 issues of Tropical Forest News newsletter published and distributed; new brochures, calendars, infographics, pamphlets, posters and videos produced and disseminated; two annual reports in three languages published and photo database enhanced.

IV. Target countries Global

V. Duration & timing 24 months

VI. Budget	Website programming fees	US\$ 30,000
	Consultant fees (editing, layout and design)	US\$ 50,000
	French and Spanish translation	US\$ 90,000
	Dissemination and distribution costs	US\$ 110,000
	Printing cost	US\$ 70,000
	Software	<u>US\$ 10,000</u>
	Total	<u>US\$ 360,000</u>

Expected SAP outcome(s)

- Information on tropical forests, production of timber and non-timber forests products and trade is accurate and widely available
- ITTO members use accurate supplied information in policymaking, forest management, market development and investment promotion
- The use of ITTO data by other institutions and processes is improved

SAP indicator(s)

- Coverage and accessibility of ITTO databases
- Number of countries using information for policy, market development and investment promotion
- Number of visitors to ITTO's website
- Number of websites linked to ITTO's website

Activity No. 17 (b)

PUBLIC RELATIONS, EDUCATION AND OUTREACH ACTIVITIES

OUTREACH ACTIVITIES (BOOTHES AND/OR SIDE EVENTS AT RELEVANT INTERNATIONAL FORA)

I. Background

ITTO raises awareness of its work in promoting the conservation and sustainable management, use and trade of tropical forest resources by reaching out to targeted stakeholders at relevant international events and fora, where the Organization can actively participate and exhibit the outputs and impacts of its work.

II. Description

Exhibit the work of ITTO at relevant international events during the biennium [e.g. XXV World Forestry Congress; CBD, CITES and UNFCCC COPs; sessions of UNFF; COFO 26], and other fora not covered under other BWP activities.

III. Expected outputs

Awareness raised on the work of ITTO in up to five international events/fora.

IV. Target countries Global

V. Duration & timing 24 months

VI. Budget	Fees for booths	US\$ 25,000
	Shipping cost	US\$ 15,000
	Staffing booths	US\$ 50,000
	Assistance to members	US\$ 45,000
	Duty travel	<u>US\$ 45,000</u>
	Total	US\$180,000

Expected SAP outcome(s)

- Information on tropical forests, production of timber and non-timber forests products and trade is accurate and widely available
- ITTO members use accurate supplied information in policymaking, forest management, market development and investment promotion
- The use of ITTO data by other institutions and processes is improved

SAP indicator(s)

- Coverage and accessibility of ITTO databases
- Number of countries using information for policy, market development and investment promotion
- Number of visitors to ITTO's website
- Number of websites linked to ITTO's website

Activity No. 17 (c)

PUBLIC RELATIONS, EDUCATION AND OUTREACH ACTIVITIES

OUTREACH ACTIVITIES (TRANSLATION OF THE ITTO WEBSITE AND RELEVANT PUBLIC RELATIONS MATERIALS INTO JAPANESE)

I. Background

Being based in Japan, ITTO undertakes public relations and outreach activities with several audiences in its host country, requiring proficient use of Japanese language to effectively convey its message.

II. Description

Continue providing comprehensive Japanese-language coverage of ITTO's work on the ITTO website.

III. Expected outputs

Awareness raised on ITTO's work to stakeholders in Japan.

IV. Target countries Japan

V. Duration & timing 24 months

VI. Budget	Translation and website posting fees	US\$ 35,000
	Design	US\$ 7,000
	Printing	US\$ 6,000
	Miscellaneous	<u>US\$ 2,000</u>
	Total	US\$ 50,000

Expected SAP outcome(s)

- Information on tropical forests, production of timber and non-timber forests products and trade is accurate and widely available
- ITTO members use accurate supplied information in policymaking, forest management, market development and investment promotion
- The use of ITTO data by other institutions and processes is improved

SAP indicator(s)

- Coverage and accessibility of ITTO databases
- Number of countries using information for policy, market development and investment promotion
- Number of visitors to ITTO's website
- Number of websites linked to ITTO's website

Activity No. 18

TRADE (TAG) AND CIVIL SOCIETY (CSAG) ADVISORY GROUP INVOLVEMENT

I. Background

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

II. Description

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

III. Expected outputs

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

IV. Target countries ITTO member countries

V. Duration & timing 24 months

VI. Budget US\$80,000

Expected SAP outcome(s)

- Public institutions, communities and commercial entities have adequate forest management, planning, policy and business skills needed to implement SFM and engage in international trade
- Increase in the awareness of the contribution of SFM to economies
- Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members

SAP indicator(s)

- Number of stakeholders participating in SFM policy development processes

ITTO ANNUAL MARKET DISCUSSION

I. Background

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

II. Description

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

III. Expected outputs

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

IV. Target countries ITTO member countries

V. Duration & timing 24 months

VI. Budget US\$70,000 (Travel and DSA for 6-8 Speakers per year)

Expected SAP outcome(s)

- Information on production of timber and non-timber forest products and trade is accurate and widely available
- Accurate information is used in policy making, forest management, market development & investment promotion

SAP indicator(s)

- Number of ITTO members providing timely, accurate data
- Number of countries using information for policy, market development and investment promotion

Activity No. 20

EXPERT PANEL FOR TECHNICAL APPRAISAL OF PROJECT PROPOSALS

I. Background

The Expert Panel for technical appraisal of project proposals appraises and classifies the proposals received under the ITTO Project Cycle based on the 'Revised ITTO System for Technical Appraisal of Project and Pre-project Proposals'. The panel is composed of twelve members, divided into six members from producer countries (two from each sub-region) and six members from consumer countries. The Panel makes recommendations for adjustments to proposals in order to ensure their technical soundness. Panel members are nominated for period of two years with the possibility to extend for a third year.

II. Description

As defined the TORs for the Expert Panel, the Panel shall: (i) Assess new Project and Pre-project Proposals submitted to the organization. The recommendations for amendments to these proposals shall be made by the Expert Panel exclusively for the purpose of ensuring their technical soundness; (ii) Screen the Project Proposals for their relevance to ITTO's Action Plan and Work Programs (in the areas of Economic Information and Market Intelligence, Reforestation and Forest Management, and Forest Industry), and consistency with ITTO decisions and policy guidelines, but not otherwise prioritize them; (iii) Where reformulation involving major amendments is recommended, request to carry out a final appraisal of the revised versions of Project and Pre-project Proposals, prior to their presentation to the relevant ITTO Committees; (iv) Report on the results of the technical assessment of Project and Pre-project Proposals to 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: 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; their environmental and social effects; their economic effects; their cost effectiveness; the need to avoid duplication of efforts; and, if applicable, their relationship and integration with ITTO policy work and their consistency with the ITTO Strategic Action Plan and relevant ITTO Guidelines.

III. Expected outputs

- Up to two meetings of the Expert Panel in 2021 and in 2022 each
- Recommendations for amendments to ensure technical soundness of proposals provided to submitting Governments through the Secretariat
- Reports of the Expert Panel on the results of the technical assessment presented to the ITTO Council and Committees. The Panel may also express technical viewpoints on improving ITTO's procedures for the development of technically sound projects and the relevance of projects to the ITTO Strategic Action Plan.

IV. Target countries ITTO member countries

V. Duration & timing 24 months

VI. Budget Year 2021 – US\$140,000
 Year 2022 – US\$140,000
 Total: US\$280,000

Expected SAP outcome(s)

- Cross-cutting

SAP indicator(s)

- Cross-cutting

ITTO FELLOWSHIP PROGRAMME

I. Background

The ITTO Fellowship programme began in 1989 under PD 60/89(M,F,I) and was replaced by PD 001/93 (M,F,I) in 1993 which was also subsequently replaced in 1999 by the Freezailah Fellowship Fund through Council Decision 4(XXVII). As at October 2020, the Programme which began in 1989, has enabled 1,407 young and mid-career people from 49 countries working for governments, research institutions, universities, civil society and the private sector to pursue their professional development and improved their career prospects. The Fellowships are awarded mainly to nationals of ITTO Producer member countries.

II. Description

The Fellowship programme is geared towards building capacity in the following priority areas:

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

III. Expected Outputs

130-140 awards for the two year period 2021-2022

IV. Target Countries ITTO producer member countries

V. Duration & timing 24 months

VI. Budget
Year 2021 – US\$400,000
Year 2022 – US\$400,000
Total : US\$800,000

Expected SAP outcome(s)

- Public institutions, communities and commercial entities have adequate forest management, planning, policy and business skills needed to implement SFM and engage in international trade
- Increase in the awareness of the contribution of SFM to economies
- Local communities are informed and able to participate in SFM policy development and related activities
- Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members

SAP indicator(s)

- Number of individuals receiving training or education
- Number of trained individuals per hectare of forest per country
- Number of visitors to ITTO's website

Activity No. 22

ITTO MARKET INFORMATION SERVICE (MIS)

I. Background

The Market Information Service (MIS) has been part of the Secretariat's work since 1996. The main output of the activity [originally PD 16/93 Rev.3 (M)] is the *Tropical Timber Market Report* (TTMR). The report contains price data for about 500 tropical timber products as well as relevant market news from around the globe. The TTMR is disseminated online, by email and in hardcopy to over 18,000 subscribers.

II. Description

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

III. Expected Outputs

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

IV. Target Countries Global

V. Duration & timing 24 months

VI. Budget	Correspondents	US\$ 231,000
	Coordinator	<u>US\$ 189,000</u>
	Total:	US\$ 420,000

Expected SAP outcome(s)

- Information on tropical forests, production of timber and non-timber forest products and trade is accurate and widely available
- Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion

SAP indicator(s)

- Number of ITTO members providing timely, accurate data
- Coverage and accessibility of ITTO databases
- Number of countries using information for policy, market development and investment promotion

ENHANCEMENT OF STATISTICAL WORK AND DATABASES ON STATISTICS

I. Background

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

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

II. Description

This strategic policy activity is aimed at:

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

III. Expected outputs

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

IV. Target countries ITTO member countries

V. Duration & timing 24 months

VI. Budget	IWG participation	US\$20,000
	Participation to statistical conference	US\$10,000
	Data subscription	US\$ 5,000
	Miscellaneous	<u>US\$ 5,000</u>
	Total	US\$40,000

Expected SAP outcome(s)

- Information on tropical forests, production of timber and non-timber forests products and trade is accurate and widely available
- Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion

SAP indicator(s)

- Number of ITTO members providing timely, accurate data
- Coverage and accessibility of ITTO databases
- Number of countries using information for policy, market development and investment promotion

Activity No. 24

BIENNIAL REVIEW AND ASSESSMENT OF THE WORLD TIMBER SITUATION

I. Background

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

Under the ITTA, 1994, draft elements were produced by the ITTO Secretariat to assist the International Tropical Timber Council (ITTC) in undertaking its annual review of the international timber situation. In accordance with Article 28 of ITTA, 2006, the review and assessment of the international timber situation has been undertaken biennially beginning with the 2013-2014 biennium.

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

II. Description

The draft elements of the Biennial Review and Assessment of the World Timber Situation 2019-2020 will be considered by the ITTC at its Fifty-sixth Session in 2020, and the Biennial Review and Assessment of the World Timber Situation 2019-2020 will be published in mid-2021.

III. Expected outputs

- The Biennial Review and Assessment of the World Timber Situation 2019-2020 biennium published in 2021.
- Draft elements of the Biennial Review and Assessment of the World Timber Situation 2021-2022 biennium considered at the Fifty-eighth Session of the ITTC in 2022;

IV. Target countries ITTO member countries

V. Duration & timing 24 months

VI. Budget	Consultant	US\$ 50,000
	Translation	US\$ 20,000
	Country studies	US\$ 20,000
	Design	US\$ 10,000
	Printing	US\$ 10,000
	Shipping	US\$ 5,000
	Miscellaneous	<u>US\$ 5,000</u>
	Total	US\$120,000

Expected SAP outcome(s)

- Information on tropical forests, production of timber and non-timber forest products and trade is accurate and widely available
- Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion

SAP indicator(s)

- Number of ITTO members providing timely, accurate data
- Number of countries using information for policy, market development and investment promotion