



Expert Panel for Technical Appraisal of ITTO Project Proposals

Report of the 58th EP Meeting
Virtual Review, June/July 2023

Item 1 of the JC Provisional Agenda

Document ITTC/EP-58

59th Session of the International Tropical Timber Council, ITTC

Pattaya, Thailand, 13 – 17 November 2023



Mandate of the Expert Panel

- To assess pre-/project proposals in accordance with the Terms of Reference of the Expert Panel (*see Annex 1 of the EP Report*)
- To screen the proposals relevance to ITTA Objectives and ITTO's Action Plan, Council decisions, programs and ITTO guidelines
- To recommend amendments & if major, request resubmission
- To take into consideration previous reports of the EP
- To report on the results of the assessment to Council, Committees and submitting Governments



Members of the 58th Expert Panel

Producer Group

Africa

Mr. Iddrisu, Mohammed Nurudeen (Ghana)
Mr. Lokossou, Achille Orphée (Benin)

Asia-Pacific

Mr. Dambis, Kaip (Papua New Guinea)
Nomination pending

Latin-America & Caribbean

Mr. Arevalo, Rosven (Colombia)
Nomination pending

Consumer Group

Ms. Ghadiali, Aysha (U.S.A.)
Ms. Libby Pinkard (Australia)
Mr. Schroeder, Jobst (Germany)
Mr. Shim, Kugbo (Korea)
Ms. Tabata, Akiko (Japan)
Mr. Zhang, Zhongtian (China)



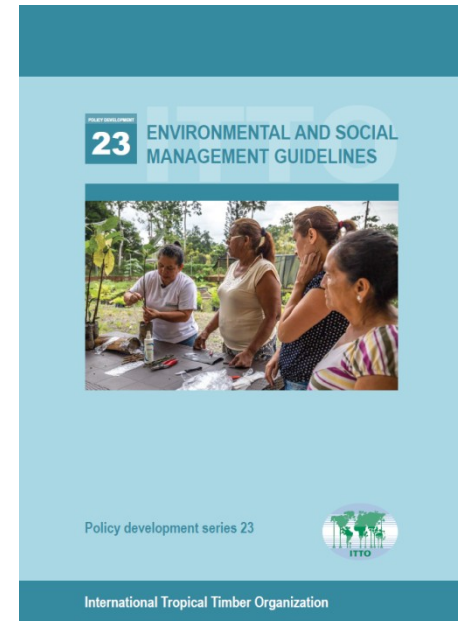
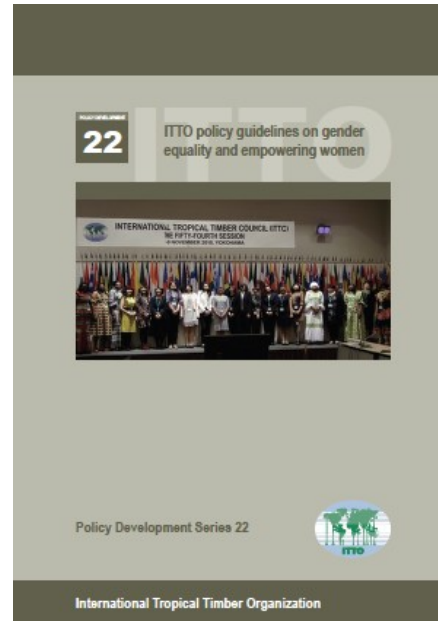
Mode of Operation

- The 58th Expert Panel was scheduled to be held at the ITTO Secretariat in Yokohama, 3 – 7 July 2023;
- Following consultation with the members of the Expert Panel, it was decided to conduct the 58th EP as electronic/virtual review
- The EP members strongly recommended to hold the 59th meeting of the Expert Panel in-person in Yokohama at that ITTO Secretariat in 2024;
- The Secretariat proposed to utilize the same assessment procedure as in 2022. This was endorsed by the EP members.
- The Expert Panel reviewed the proposals received under the Spring & Autumn 2023 cycles;
- The review was conducted through electronic means in Jun/Jul 2023.



Criteria for the assessment

- Based on the ITTO Manual for Project Formulation, 3rd Edition (2009)
- A comprehensive weighted scoring system to support the technical appraisal of each project proposal
- ITTO Policy Guidelines on Gender Equality and Empowering Women (GEEW)
- ITTO Environmental and Social Management Guidelines (ESM)





The Scoring System

The scoring system *promotes the objective and efficient work of the Expert Panel* by:

- Guiding the assessment
- Reducing the subjectivity
- Compelling to look close at all aspects
- Balancing the importance of the different aspects
- Promoting consistency
- Helping to issue recommendations
- Discussion by all members of the EP

The Scoring System serves as a tool, but at the end the final decision on the rating of a proposal depends on discussion among the EP Members.



The Final Categories

Category 1: Proposal commended to the Council & Committees

Category 2: Proposal requires essential modifications > revision > resubmission to EP

Category 3: Pre-project Proposal is required

Category 4: not recommended and submitted to the Committee with recommendation not to approve the Project Proposal (*e.g. complete reformulation is necessary; or in case of the project rev.2 proposals, because proponents don't attend properly the recommendations made by the panel; insufficient information*)



The electronic/virtual process

Two EP members/proposal (*Producer/Consumer*)



EP members apply the common criteria and the scoring system



If both EP members rank a proposal 'Category 1', the proposal will be commended to Council/Committees



If both EP members rank a proposal 'Category 4', the proposal will be returned to proponent

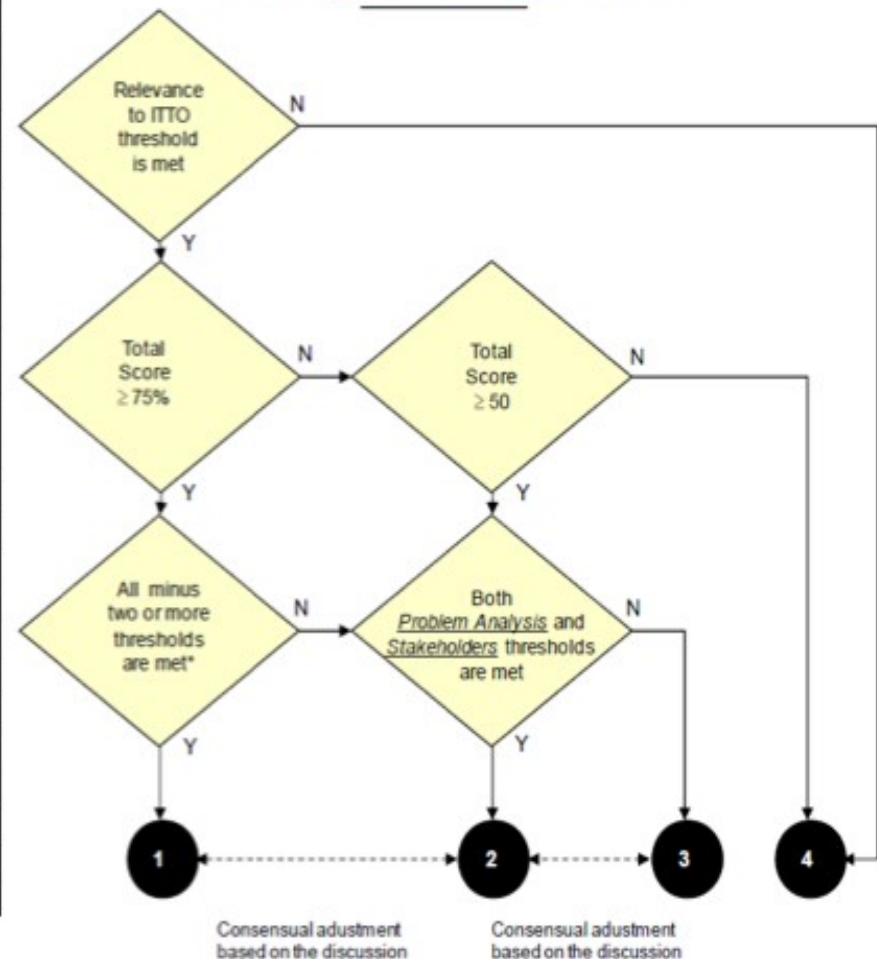


In all other cases the proposal will be held until the EP can physically meet (*e.g., divergence of views; reviewers rank differently; ranking Cat. 2 or 3*)



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

The scoring system in practice





Proposals received in 2023

- 7 proposals (*4 projects/3 pre-projects*) received under Spring & Autumn 2023 cycles, including one proposal resulting from concept note
- Some EP members also reviewed 3 proposals intersessional on demand:
 - PD 927/22 Rev.2 (F) Indonesia (CN-21002-Indonesia)
 - PD 931/23 (F) Costa Rica (CN-21005-Costa Rica)
 - PD 932/23 (F) Peru (CN-22014-Peru)

Proposals by region & technical division

- 1 Latin America; 4 Asia-Pacific; 2 Africa
- 5 RFM; 1 FI; 1 ESM

ESM = Economics, Statistics & Markets

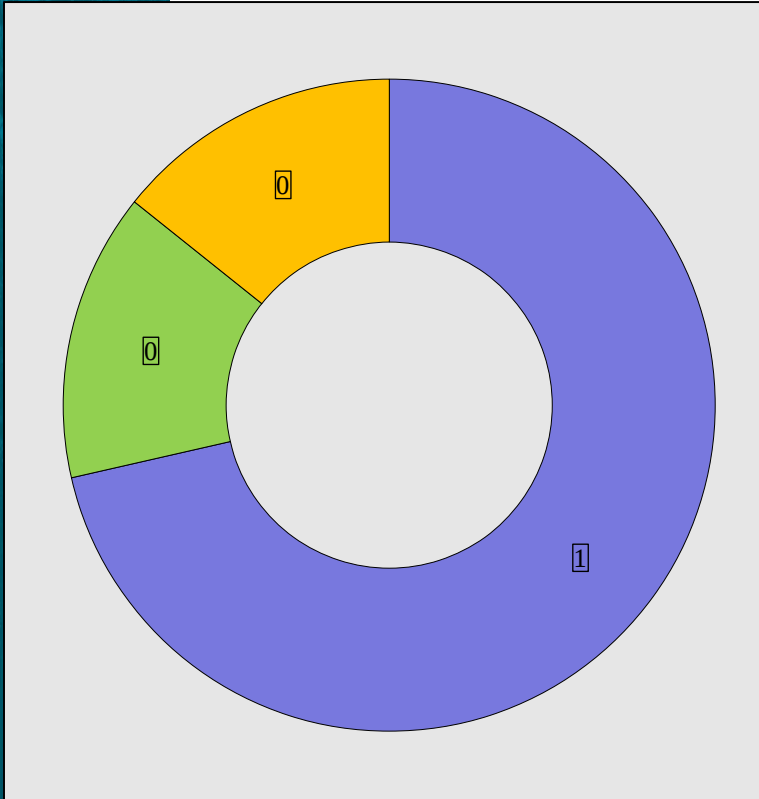
FI = Forest Industry

RFM = Reforestation & Forest Management



Results of the 58th Expert Panel

- Category 1 = 5 proposals (72%)
 - Category 2 = 1 proposal (14%)
 - Category 3 = 0 proposals (0%)
 - Category 4 = 1 proposal (14%)
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- On 21 September 2023 members were informed that the Category 1 proposals had been posted for the time-bound electronic no objection procedure
 - As no objections were received by the deadline (5 October 2023), the list of proposals pending finance on the ITTO website has been updated accordingly



* *India (1), Thailand (1), Togo (2), Vietnam (1)*



EP observations

- The majority of proposals is submitted by NGOs and government agencies addressing the various needs of the countries at the national, regional and local levels
- The number of proposals continuous to decrease:
 - 30 proposals in 2019
 - 18 proposals in 2020
 - 14 proposals in 2021
 - 11 proposals in 2022
 - 7 proposals in 2023
- It is recommended that the Expert Panel meets in-person in 2024, also to discuss relevant matters/recommendations such as integration of Gender and ESM Guidelines into the Project Formulation Manual; the on-demand review process under the programmatic approach, etc.



Thank you