



ITTO

INTERNATIONAL TROPICAL
TIMBER ORGANIZATION

Expert Panel for Technical Appraisal of Project Proposals

*Report of the 59th EP Meeting Virtual Review,
August/September 2024*

Chairperson of the Expert Panel

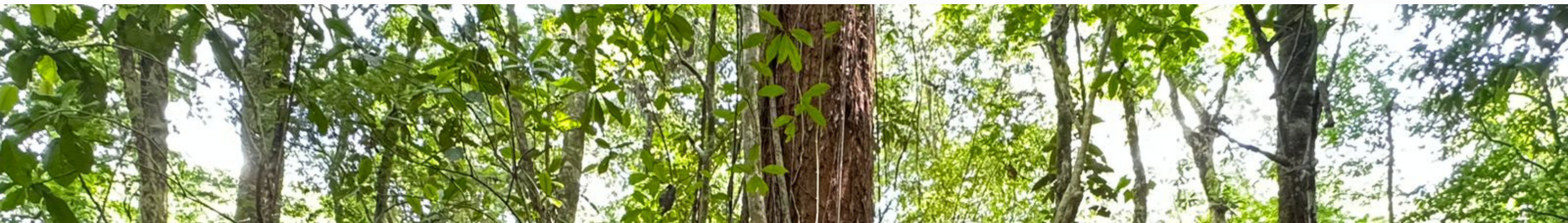
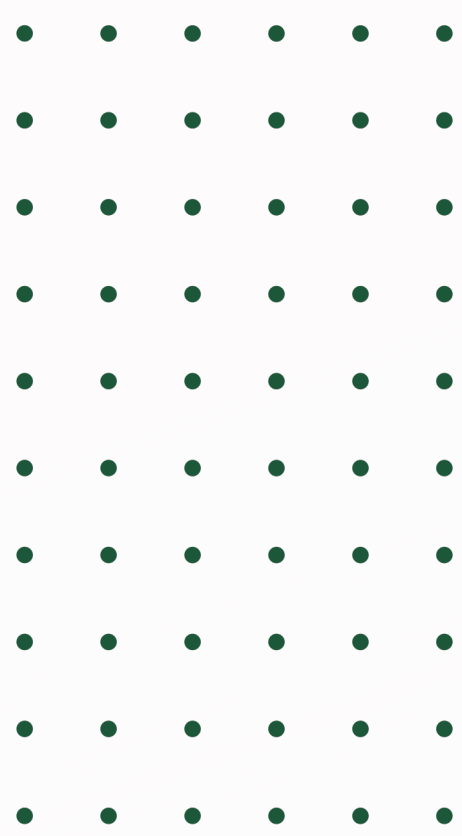
60th Session of the International Tropical Timber Council

2 – 6 December 2024 | Yokohama, Japan



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 59TH EXPERT PANEL

PRODUCER GROUP

Mr Appiah-Gyapong, Joseph Yaw (Ghana)

Mr Arevalo, Rosven (Colombia)

Ms Bethancourt Arcia, Vaneska (Panama)

Mr Dambis, Kaip (Papua New Guinea)

Mr Korogone, Ulysse Sinagabé (Benin)

Mr Sugiyanto, Kridianto (Indonesia)

CONSUMER GROUP

Mr Fisher, Richard (Germany)

Mr Honda, Tomoyuki (Japan)

Ms Kim, Myungkil (Korea)

Ms Pinkard, Libby (Australia)

Mr Rosenfield, Eric (U.S.A.)

Mr Zhang, Zhongtian (China)



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REVIEW PROCESS

1

The 59th Expert Panel was scheduled to be held at the ITTO Secretariat in Yokohama, 1 - 5 July 2024.

3

To avoid excessive delay in considering the proposals received under the Spring & Autumn 2024 cycles, the Secretariat proposed a virtual assessment procedure to the EP members.

5

Review was conducted through electronic means in Aug/Sep 2024.

2

After consultation with the members of the Expert Panel, it was decided to conduct the 59th EP as a virtual review, but with a recommendation to hold the 60th meeting of the Expert Panel in-person in Yokohama at that ITTO Secretariat in 2025.

4

The proposed procedure was endorsed by the EP members.



CRITERIA FOR THE ASSESSMENT



BASED ON: *A comprehensive weighted scoring system* to support the technical appraisal of each project proposal.

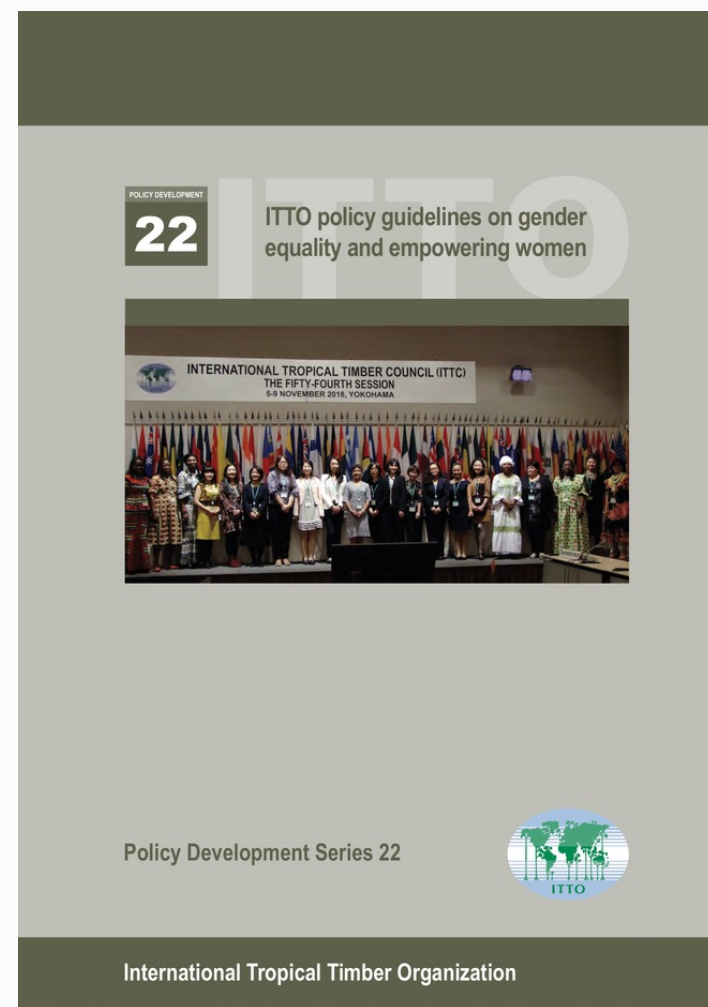


AND THESE GUIDELINES:

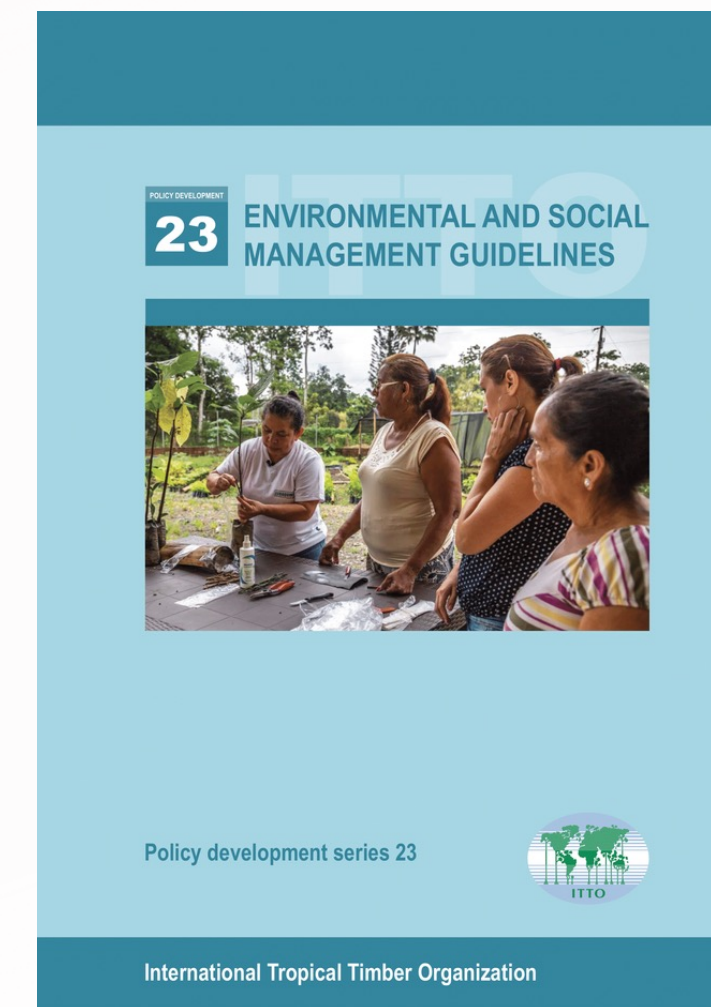
ITTO Manual for Project Formulation
3rd Edition (2009)



ITTO Policy Guidelines on Gender Equality
and Empowering Women (GEEW)



ITTO Environmental and Social
Management Guidelines



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
- ✓ 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 depends on discussion among the EP Members.

THE FINAL CATEGORIES

CATEGORIES

- 1** Proposal commended to the Council & Committees
- 2** Proposal requires essential modifications > revision > resubmission to EP
- 3** Pre-project Proposal is required
- 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 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)*



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THE SCORING SYSTEM IN PRACTICE

1. PROJECT RELEVANCE, ORIGIN, AND EXPECTED OUTCOMES (15)

1.1. Proposal commended to the Council & Committees

- 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. Geog. 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 organizational 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) and 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 and 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)

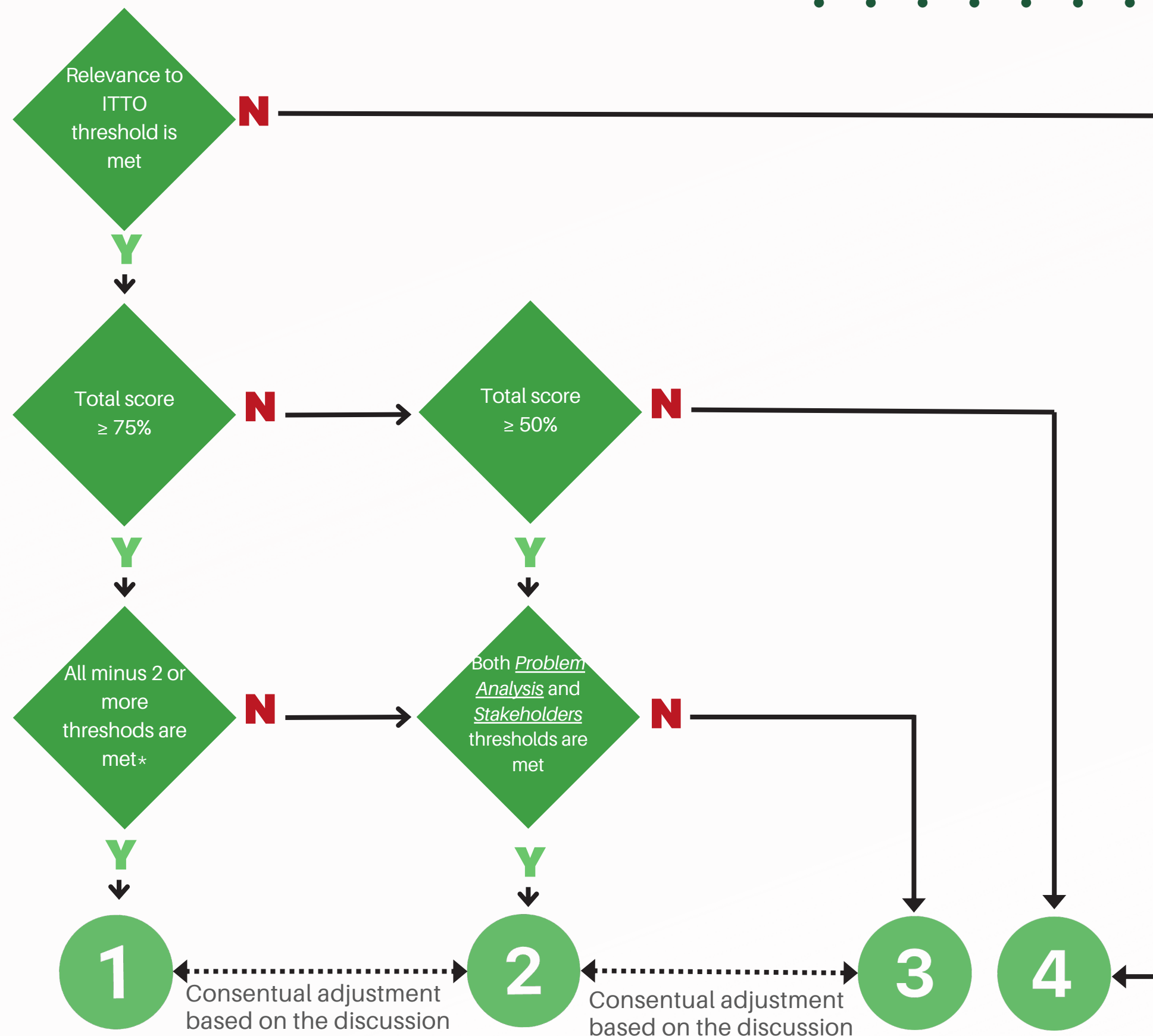
3.3. Sustainability (3.5.2)

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)

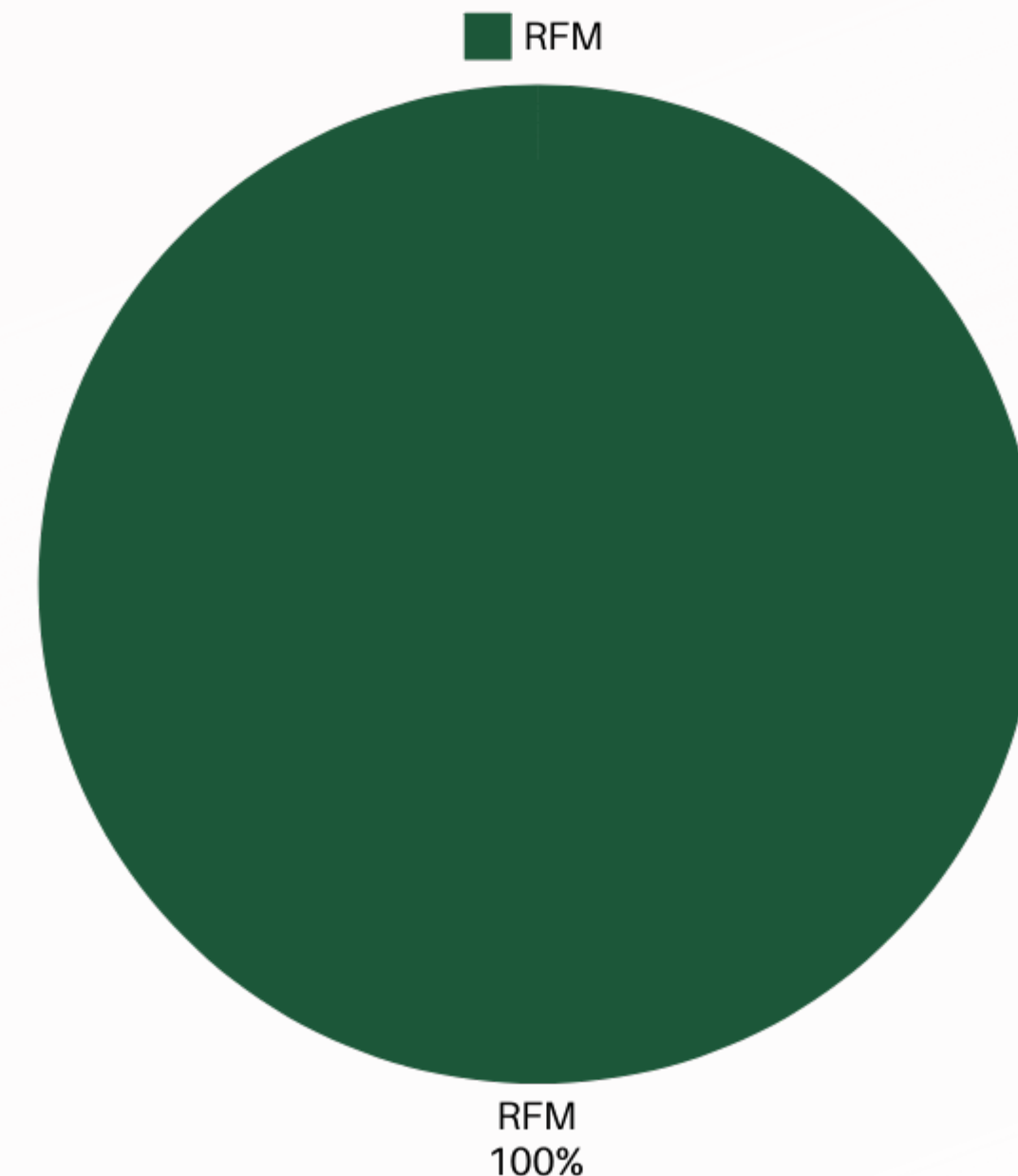
4.3. Dissemination and mainstreaming of project learning (4.3)



5 PROPOSALS ASSESSED IN 2024

- 5 proposals received under Spring & Autumn 2024 cycles.
5 projects and 0 pre-project proposal
- 3 Latin America; 1 Asia-Pacific; 1 Africa
- 5 RFM; 0 FI; 0 ESM

NUMBER OF PROPOSALS



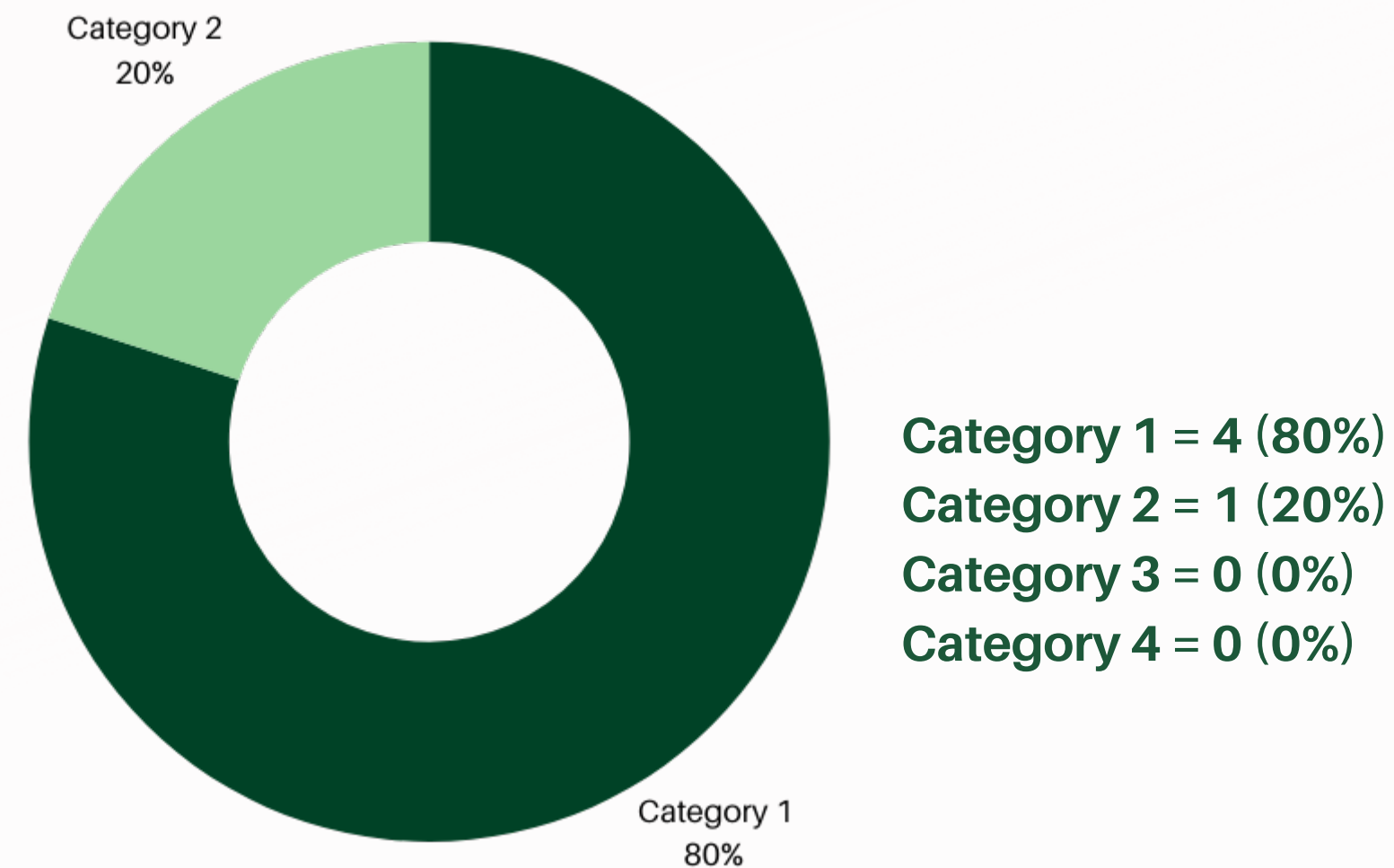
FI = Forest Industry

ESM = Economics, Statistics & Markets

RFM = Reforestation & Forest Management

RESULTS OF THE 59TH EXPERT PANEL

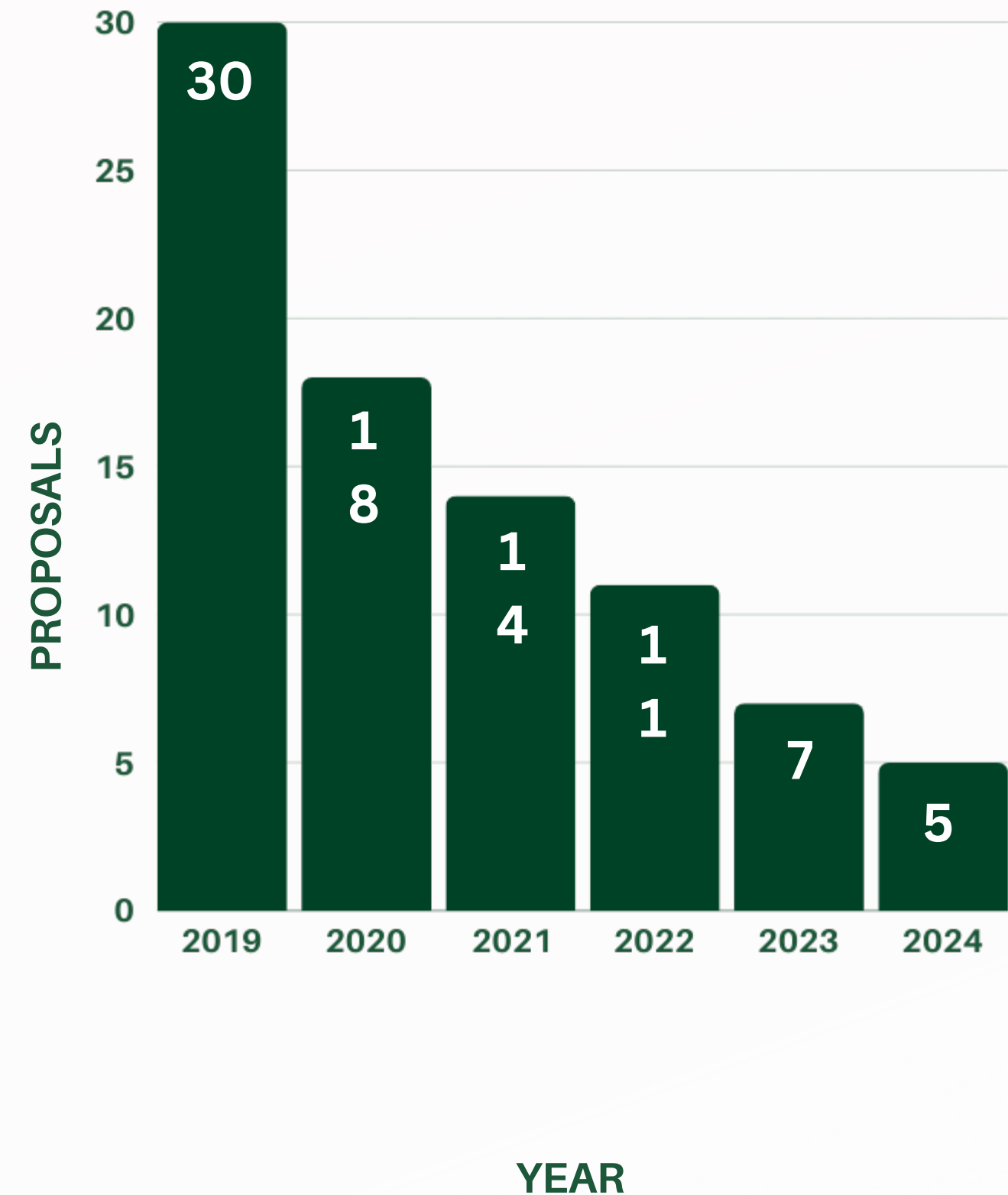
- On 7 October 2024, members were informed that the Category 1 proposals had been posted for the time-bound electronic no objection procedure
- As no objections were received by the deadline (21 October 2024), the list of proposals pending finance on the ITTO website has been updated accordingly



Benin (1), Brazil (2), Guatemala (1), Indonesia (1)

MAJOR FINDINGS IN 2024

The Expert Panel did not highlight any major findings or recommendations in 2024, however the clear downward trend in the number of proposals submitted for consideration has continued in 2024.





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