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DRAFT ITTO BIENNIAL WORK PROGRAMME FOR 2026-2027 **[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 2026-2027, taking into account the ITTA, 2006, the ITTO Strategic Action Plan 2022-2026 (SAP) and the Progress Report on the Implementation of the ITTO Biennial Work Programme for 2024-2025.

All proposed activities are continued from the previous BWP and build on the work undertaken under the previous BWP. Part 1 contains the activities requiring funding through voluntary contributions or approved under core operational costs. Part 2 lists 'Recurring Work and Financial and Administrative Activities' that have no financial requirements.

With a view to providing a coherent structure to the activities under the BWP, the proposed activities under Part 1 have been categorized into five groups according to their nature, i.e.:

- Group 1 – BWP 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;

To link the BWP to the relevant overarching goals of ITTO and the global community, each activity in Groups 1-5 contains a reference to the respective strategic priority(ies) and/or crosscutting strategies of the ITTO Strategic Action Plan, SAP 2022-2026, as well as the relevant global forest goals (and thus which sustainable development goals) to which it contributes to under the UN Strategic Plan on Forests (UNSPF). Under Decision 8(LV) 'Implementing ITTO's New Financing Architecture – Phase I', the ITTO Programmatic Approach and Programme Lines were approved for a pilot phase from 2020-2022, extended through 2024. ITTC60 adopted Decision 3(LX), terminating the pilot phase and continuing the Programmatic Approach and Programme Lines.

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

The proposed activities together with the project work under the ITTO regular project cycle and ITTO Programme Lines 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 2028-2029. The Council may wish to consider and approve this draft BWP for 2026-27.

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

Source	2026*	2027*	Biennium Total*
Core budget	US\$ 1,000,000	US\$ 1,000,000	US\$ 2,000,000
Voluntary Contributions**	US\$ 1,375,000	US\$ 1,225,000	US\$ 2,600,000
Total	US\$ 2,375,000	US\$ 2,225,000	US\$ 4,600,000

* Voluntary contributions for Activity 1 (expected from IPIM, Macao SAR) and Activity 3 (pledged by BMLEH, Germany) are not included in this table

**Incl. 15% Programme Support

SUMMARY OF THE BIENNIAL WORK PROGRAMME FOR 2026-2027**Part 1 – TECHNICAL ACTIVITIES REQUIRING FINANCING****GROUP 1 – BWP FIELD ORIENTED ACTIVITIES WITH ENGAGEMENT OF/WORK IN MEMBER COUNTRIES**

No.	Activity	Status
1	Building legal and sustainable forest product supply chains	ongoing
2	Strengthening Participation of the Private Sector in the Work of ITTO	ongoing
3	Promoting quality timber production from smallholder and community-established plantations	ongoing
4	Enhance cooperation between ITTO and CITES	ongoing
5	Monitor progress in the application of criteria and indicators for sustainable forest management	ongoing
6	Statistical capacity building workshops	ongoing
7	Prevention and management of fire in tropical forests	ongoing

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

No.	Activity	Status
8	a) Operationalizing the 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 Africa	ongoing

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

No.	Activity	Status
9	Conservation and sustainable use of biodiversity in tropical forests	ongoing
10	Cooperation and consultation with the CPF, UNFF and others	ongoing
11	Collaboration on criteria and indicators for SFM	ongoing

GROUP 4 – COMMUNICATIONS AND OUTREACH RELATED WORK

No.	Activity	Status
12	ITTO strategic communication and implementation	ongoing
13	ITTO Tropical Forest Update (TFU)	ongoing
14	Public relations, outreach, and education	
	a) Communications and branding	ongoing
	b) Outreach and visibility	ongoing
	c) Awareness-raising in the host country	ongoing

GROUP 5 – ANALYTICAL, STATISTICAL, AND OTHER RECURRING WORK

No.	Activity	Status
15	Trade (TAG) and Civil Society (CSAG) Advisory Group involvement	ongoing
16	ITTO Annual Market Discussion	ongoing
17	Expert Panel for Technical Appraisal of Project Proposals	ongoing
18	ITTO Fellowship Programme	ongoing
19	ITTO Market Information Service (MIS)	ongoing
20	Enhancement of statistical work and databases on statistics	ongoing
21	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) and Crosscutting Strategies (CS)**

Strategic Priorities	
SP 1	Governance and investment
SP 2	Economies and tropical timber trade
SP 3	Resilience, restoration and conservation
SP 4	Statistics and information
Crosscutting Strategy	
CS 1	Help build capacity in member countries to advance the SAP 2022-2026
CS 2	Enhance ITTO's operational effectiveness
CS 3	Promote integration of the tropical forest sector in COVID-19 recovery plans, measures and investments
CS 4	Promote gender equality and the empowerment of women

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)

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

Group 1: BWP Field oriented activities with engagement of/work in member countries

Activity 1: Building legal and sustainable forest product supply chains

Implementation Approach:

Support development of innovative solutions to providing assurances of legality and sustainability, 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 supply chain platform that links legal and sustainable forest products to markets. Under the BWP for 2021-2022 extended into 2023, two sub-activities under this Activity were approved and fully funded by the Commerce and Investment Promotion Institute (IPIM) of Macao SAR, China, namely “Supporting the Establishment and Operation of the Global Timber Index Platform for Building Legal and Sustainable Forest Products Supply Chains” (GTI Phase I) and “Supporting Pilot Collaborative Operation of the Blockchain-based Timber Traceability System for Building Legal and Sustainable Forest Products Supply Chains” (BTTS Phase I). Under the BWP for 2024-2025, two sub-activities of GTI, namely “Consolidating and Improving the Global Timber Index (GTI) Platform to provide Multi-dimensional Service for the Legal and Sustainable Timber Supply Chains” (GTI Phase II) and “Enhancing and Improving the Global Timber Index (GTI) Platform for Promoting the Legal and Sustainable Timber Supply Chains” (GTI Phase III), and two sub-activities of BTTS, namely “Establishing and Testing a Simulation Platform for Cross-border Timber Traceability Based on the Blockchain Technology for Building Legal and Sustainable Timber Supply Chains” (BTTS Phase II) and “Upgrading the Platform of Blockchain-based Timber Traceability System, and Conducting Application Tests in Practical Operation Scenarios of Legal and Sustainable Timber Traceability” (BTTS Phase III), were approved and fully funded by the IPIM respectively. Using remaining funds under the BWP for 2024-2025 and expected funding sources from voluntary contributions, the work will continue into 2026-2027, including building the LSSC-GGSC platform, upgrading and enhancing the functions of the GTI Platform and developing a trading platform based on the BTTS to facilitate and promote legal and sustainable timber trade, as well as other events and activities.

Costs:

Expected Funding Source: Voluntary Contributions (*Expected from IPIM, Macao SAR*)

Estimated Total Cost: USD 3,130,000

Estimated Cost/Year: Year 2026: USD 1,565,000

Year 2027: USD 1,565,000

Activity Targets:

- Capacity Building for SMF and/or sustainable supply chains developed for up to 10 tropical forest operators and other industrial sector representatives/entities
- Increased trade in sustainable/legally verified timber from these forest concessions/private sector entities

Relevance:

- ITTA/ITTC: Article 1(d), (k), (n), (o)
- ITTO SAP: SP 1, 2, 4, CS 1, 4
- UNSPF: GFG 2, 5
- ITTO Programme Line: PL 1

Responsible Body: CEM/CFI

ACTIVITY 1: Terms of Reference

I. Background

This activity will involve close collaboration with donors 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 2026-2027 work will be continued on the implementation of the programme on legal and sustainable supply chains (LSSC) for tropical wood and forest products. Activities and sub-activities will involve building the LSSC-GGSC platform; upgrading and enhancing the functions of the GTI Platform (GTI Phase IV&V) and developing a trading platform based on the BTTS to facilitate and promote legal and sustainable timber trade (BTTS Phase IV&V); as well as other events and activities. ITTO will recruit an experienced team to implement this activity.

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 upgrading and enhancing the functions of the GTI Platform (GTI Phase IV&V) and developing a trading platform based on the BTTS to facilitate and promote legal and sustainable timber trade (BTTS Phase IV&V), as well as other events and activities. Using remaining funds under the BWP for 2024-2025 and expected funding sources from voluntary contributions, the following work will continue into 2026-2027, including building the LSSC-GGSC platform, upgrading and enhancing the functions of the GTI Platform and developing a trading platform based on the BTTS to facilitate and promote legal and sustainable timber trade, as well as other events and activities.

IV. Target countries

The activity will be relevant to all ITTO member countries.

V. Duration & timing 24 months

VI. Budget	LSSC-GGSC platform	USD	200,000
	Global Timber Index (GTI) Platform (Phase IV&V)	USD	2,280,000
	BTTS Platform (Phase IV&V)	<u>USD</u>	<u>650,000</u>
	Total:	USD	3,130,000

(Expected from IPIM, Macao SAR)

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP1 – Governance and Investment (Targets 2 - 6)
- SP2 – Economies and tropical timber trade (Targets 7, 8, 10)
- SP4 – Statistics and information (Targets 19, 21)
- CS1 – Capacity building in member countries (Targets 22, 23, 25)
- CS4 – Gender equality and empowerment of women (Targets 37, 38)

Group 1: BWP Field oriented activities with engagement of/work in member countries

Activity 2: Strengthening participation of the private sector in the work of ITTO: Industry-led legality compliance/ due diligence training

Implementation Approach:

ITTO will continue working with the Trade Advisory Group and other partners such as FAO, ATIBT 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 legality compliance/due diligence. The training model will be based on one that has proven successful – delivered by industry actors, who understand the challenges, needs and vocabulary of businesses and industry in producer countries who are involved in international trade. Training modules were developed and delivered in Colombia, Guatemala and Peru under the 2018-20 and 2021-2023 BWPs; remaining funds pledged to those activities were used to organize two regional conferences covering Latin America and West Africa subregions involving private sector participation that discussed, trade, markets and other contemporary such as EUDR, CITES regulations among others that affect the industry in these two regions during the BWP 2024-2025 period. If additional funds are pledged under this BWP 2026-2027 another regional conference on private sector engagement will be carried out in the Asia-Pacific region. Aside these, legality compliance/due diligence training that took place in select country in Latin America during the previous BWP will be broadened in scope to include forest climate projects/finance and extended to other regions.

Costs:

Expected Funding Source: Voluntary Contributions

Estimated Total Cost: USD 100,000

Estimated Cost/Year: Year 2026: USD 50,000

Year 2027: USD 50,000

Activity Targets:

- 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
- Organize one Trade and Markets Private sector engagement conference in Asia-Pacific region

Relevance:

- ITTA/ITTC: CEM/CFI (L)/4 Item 9(iv) & (v); Annex C
- ITTO SAP: SP 2, CS 1
- UNSPF: GFG 6
- ITTO Programme Line: PL 1

Responsible Body: CEM/CFI

ACTIVITY 2: Terms of Reference**I. Background**

During the last decade, major consumer markets have put new market requirements and measures in place to restrict the entry of wood products from unsustainable managed forests and illegally harvested and traded wood products, most notably through the U.S. Lacey Act from 2008 and the EUTR from 2013. The recent adoption of the EUDR in 2023 which implementation enforcement commences in December 2025 adds a new layer of complexity. Industry, both corporate and small-scale suppliers, have had to substantially adjust their practices for sourcing legally and from sustainably managed forests. 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 erstwhile Global Timber Forum, a UK based nonprofit industry group which convened associations of the wood-based industries and their stakeholders to address shared challenges in responsible trade-- and the then FAO FLEGT program brought together groups such as International Wood Products Association of the USA, the European Timber Trade Federation and the UK Timber Trade Federation (now Timber Development UK), 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 and 2021-23 BWPs.

This ongoing work along the regional trade and markets conference organized in Latin America and Africa respectively in 2025 under BWP 2023-2025 supports the ITTO SAP goals of forging alliances with the private sector, strengthening 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 partners like FAO (a CPF partner), together with major relevant international organizations, NGOs and private sector associations that are working in this area to pilot and scale up capacity on legality compliance/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 activities under previous BWPs will be used to carry out one additional trade and markets conference in 2026 and extend the due diligence training workshop for four additional countries in Africa and Asia-Pacific regions in 2026-27, if additional funds are pledged under this BWP 2026-2027.

III. Expected outputs

Up to five pilot training programs implemented.

IV. Target countries

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

V. Duration & timing 24 months

VI. Budget	Year 2026	USD 50.000
	Year 2027	<u>USD 50.000</u>
	Total:	USD 100.000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP2 – Economies and tropical timber trade (Targets 7, 8, 10)
- CS1 – Capacity building in member countries (Targets 22, 23, 25)

Group 1: BWP Field oriented activities with engagement of/work in member countries

Activity 3: Promoting quality timber production from smallholder and local community-established plantations

Implementation Approach:

This Activity, continuing work started under the previous BWP which aims to significantly improve the production of quality timber from smallholder and local community established plantations of teak and other valuable species in Asia-Pacific and West Africa. It involves promoting policies and programs to ensure the availability of high-quality planting material, the adoption of better silvicultural practices, access to financing to promote longer rotations, value addition and improved timber legality. Key activities include promoting financial schemes that support high-quality teak production with longer rotations and facilitating access to voluntary carbon markets. Tapping into the carbon credit markets will provide additional incentives and contribute to the global effort for climate change mitigation. It will also encourage regional and international cooperation to support the sustainable development of smallholder plantations. The German Federal Ministry of Food and Agriculture and Regional Identity (BMLEH) has already committed to funding this Activity over the period 2024-2026. Based on the outcomes of this activity, the next activity phase will be developed and additional funding will be sought.

Costs:

Expected Funding Source: Voluntary Contributions from BMLEH, Germany

Estimated Total Cost: USD 1,413,449

Estimated Cost/Year: Year 2026: USD 776,351

Year 2027: USD N/A

Activity Targets:

- Policies and programs to promote quality timber production from smallholder plantations established in target countries
- Financial schemes developed for high quality teak production and voluntary carbon markets accessed
- Regional and international cooperation enhanced for sustainable smallholder plantation development

Relevance:

- ITTA/ITTC: Articles 1(a), (c), (d), (f), (h), (i), (j), (k), (l), (m), (r)
- ITTO SAP: SP 1, 2, 3, CS 1, 4
- UNSPF: GFG 2, 6
- ITTO Programme Line: Crosscutting

Responsible Body: CRF

ACTIVITY 3: Terms of Reference

I. Background

Smallholder timber plantations in the tropics have the potential for sustainable quality timber supply chains, driven by increasing forest landscape restoration initiatives. These plantations also provide valuable ecosystem services like carbon sequestration and soil conservation, benefiting local communities. Developing smallholder agroforestry systems with teak and other valuable native tree species has a huge potential for the supply of timber to the local timber industries. Teak plantations, for example, have been widely established across 70 tropical countries over an estimated 6.89 million hectares, nearly 80% of which is in Asia followed by 10% in Africa and 6% in Latin America. Smallholder systems account for approximately one-fifth of the global teak estate and are an important source of raw material for national and international teak industries. However, their productivity remains generally low, due to poor quality of planting stock, insufficient silvicultural practices, limited financing for quality timber production, and weak marketing and value chains.

The Activity builds upon the outcomes of the BMLEH-ITTO Project “Enhancing Conservation and Sustainable Management of Teak Forests and Legal and Sustainable Wood Supply Chains in the Greater Mekong Sub-region” (PP-A/54-331) implemented under the BWP 2021-2022. This project supported participating countries’ policies and strategies promoting sustainable management of teak resources and plantation efforts in public and private land, value chain development, forest-based economic development, certification and legality of sustainably produced timber including smallholders. Based on the outcomes of this activity, the next activity phase will be developed and additional funding will be sought.

Given the recent trade development of tropical timber and timber products in ITTO producing member countries, as well as ongoing challenges like deforestation, illegal trade, declining high-quality timber species, and the need to enhance product competitiveness, ITTO remains committed to facilitating the promotion of a common platform through international fora to tackle the challenges of ensuring that teak and other valuable products from legally and sustainably sources benefit member countries, improving community livelihood and local economic development.

II. Description

This Activity aims to significantly improve the production of quality timber from smallholder and local community-established plantations of teak and other valuable species in Asia-Pacific and West Africa. It involves promoting policies and programs to ensure the availability of high-quality planting material, the adoption of better silvicultural practices, access to financing to promote longer rotations, value addition and improved timber legality. Key activities include promoting financial schemes that support high-quality teak production with longer rotations and facilitating access to voluntary carbon markets. Tapping into the carbon credit markets will provide additional incentives and contribute to the global effort for climate change mitigation. It will also encourage regional and international cooperation to support the sustainable development of smallholder plantations.

To achieve the objectives of this Activity, key actions include:

1. Supply Chain Enhancement:

- Conserve genetical resources of teak and other selected species.
- Support smallholders and local communities in improved management practices for these species through field training.
- Promote compliance with timber legality standards in smallholder/community plantations.

2. Financial schemes:

- Conduct a feasibility study for direct contracts/out-grower schemes with sourcing companies to ensure fair product pricing for smallholders.
- Investigate micro-lending schemes to address credit limitations faced by smallholders.

- Explore strategies for establishing effective forest grower associations, reducing transaction costs, and enhancing access to micro-credits.
- Assess opportunities in voluntary carbon markets to increase revenue through longer rotation cycles, providing financial security for farmers.

3. Regional and International Collaboration:

- Develop and disseminate outreach materials and training materials for the conservation and sustainable management of target species.
- Support and facilitate teak networking among ITTO member countries through quarterly webinars.

The German Federal Ministry of Food and Agriculture and Regional Identity (BMLEH) has committed to implementing this Activity, as detailed in the project document “Promoting Quality Timber Production in Smallholders and Community-based Teak and Other Valuable Species Plantations in the Tropics (PP-A/54-331A)”. Throughout the implementation of this Activity, active engagement with relevant stakeholders, including CSOs, trade and industry sector, IUFRO and TEAKNET, will be invited to foster collaboration.

III. Expected outputs

- Supply chains of smallholders and community-based teak and other valuable species plantation and management systems have been strengthened with easy availability of high-quality planting stock and implementation of improved practices in silviculture and timber processing and legality.
- Financing schemes for quality timber production in smallholders and community-based teak and other species plantations have been analyzed and improvements have been suggested to increase economic outcomes.
- Regional and international collaboration, information sharing and knowledge management, networking, policy development and outreach for sustainable smallholder teak and other species plantations have been strengthened.

IV. Target countries

ITTO member countries (Cambodia, India, Indonesia, Thailand, Togo and Vietnam)

V. Duration & timing 36 months

VI. Budget	Year 2026	USD 776,351
	Year 2027	USD N/A
	Total:	USD 1,413,449 (US\$637,098 received in 2024/2025)

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP1 – Governance and Investment (Targets 3, 6)
- SP2 – Economies and tropical timber trade (Targets 1, 9, 10, 11)
- SP3 – Resilience, Restoration and Conservation (Targets 12, 13, 14)
- CS1 - Capacity building in member countries (Target 22)
- CS4 – Gender equality and empowerment of women (Target 37)

Group 1: BWP Field oriented activities with engagement of/work in member countries**Activity 4:** Enhance cooperation between ITTO and CITES**Implementation Approach:**

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. The EU/EC in 2016 decided to provide further funding for work on CITES-listed tree species directly to the CITES Secretariat through its CITES Tree Species Program, which completed activities in 2022. ITTO on its own continued to carry on with the CITES Tree Species Program (CTSP) by using funds pledged under the previous BWP (2024-2025) to run two regional Non-Detriment Findings (NDF) workshops in Latin America and Africa respectively in 2025 with an additional NDF workshop planned for the Asia-Pacific region during the BWP 2026-2027. This activity will continue CITES-related work using funds pledged to similar activities under previous BWPs. Since the number of tropical tree species being listed in CITES Appendices continues to grow, ITTO donors are encouraged to provide additional funds for ITTO’s CITES-related work through this activity to enable ITTO to continue collaborating with the CITES Secretariat and assisting member countries to implement CITES listings of timber species.

Costs:

Expected Funding Source: Voluntary Contributions

Estimated Total Cost: USD 200,000

Estimated Cost/Year: Year 2026: USD 100,000

Year 2027: USD 100,000

Activity Targets:

- Up to three countries with projects implemented to improve CITES implementation for listed tree species
- Participation of ITTO Secretariat in relevant CITES meetings/activities
- Reduced number of trade suspensions of CITES listed timber species

Relevance:

- ITTA/ITTC: Article 15; Decisions 3(XVI), 7(XXXIV), 2(XXXVII), 5(XLVI)
- ITTO SAP: SP 2, 3, CS 1
- UNSPF: GFG 1, 2, 5, 6
- ITTO Programme Line: PL 1, 2

Responsible Body: CEM/CFI

ACTIVITY 4: Terms of Reference

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* (afromosia), *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.

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). The CTSP finalized activities in 2022, the same year that an additional 200+ tropical tree species were added to CITES Appendix II. The continuing needs of countries for support to implement existing and new CITES tree species listings, coupled with indications from the EU/EC that no further large scale grants for such work will be forthcoming, makes it imperative that other ITTO donors continue to recognize ITTO's comparative advantages in this field by supporting ITTO's CITES-related work through this on-going BWP activity in 2026-27. Using funds already provided under previous BWPs, ITTO has just completed in 2025 two regional training workshops on Non-Detriment Findings (NDF) for Latin America and West Africa regions in Costa Rica and Lome respectively covering two Appendix II CITES listed species *Dipteryx* spp and *Azizia* spp respectively. ITTO is currently implementing projects to operationalize DNA tracking of *Pericopsis elata* and *Prunus africana* in Cameroon and to implement an inventory control/tracking methodology for rosewoods in Madagascar. An additional project to implement DNA tracking of cumaru (one of the species newly listed in 2022) in Peru is also being implemented in 2024-25 using remaining funds from previous BWPs. New funding pledged under this BWP to this activity will allow ITTO to assist additional Member Countries in implementing CITES requirements for listed tropical timber species, organize Asia-Pacific workshop on NDF for Appendix II CITES listed species as well as facilitating ongoing collaboration with the CITES Secretariat.

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);
- collaboration with the CITES Secretariat;
- 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	USD 160,000
Assistance with CITES listings proposals	USD 20,000
Attendance at relevant meetings	<u>USD 20,000</u>
Total:	<u>USD 200,000</u>

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP2 – Economies and tropical timber trade (Targets 7, 9, 10, 11)
- SP3 – Resilience, Restoration and Conservation (Targets 12, 13, 14)
- CS1 – Capacity building in member countries (Targets 22, 23)

Group 1: BWP Field oriented activities with engagement of/work in member countries

Activity 5: Monitor progress in the application of criteria and indicators for sustainable forest management

Implementation Approach:

Criteria and indicators training workshops have been facilitated by activities under previous BWPs and this work will continue in 2026-27. Using remaining funds from previous BWP activities, this activity will continue and expand on previous work by convening a C&I workshop in producer member countries. If additional funds are made available, this work (which will promote the new ITTO criteria and indicators approved in 2016 and the revised African principles, criteria and indicators approved in 2022) will be extended to provide for 2 regional workshops on C&I. Capacity building will incorporate related topics such as auditing, certification, international reporting requirements, etc. into these workshops. As reiterated at the Fifty-eighth Session of the Committee on Reforestation and Forest Management, additional funds are needed for this BWP activity to hold two in-person regional Africa workshops (one for ITTO Francophone member countries and one for Anglophone member countries) for the dissemination of the set of ITTO Criteria and Indicators (C&I) for Sustainable Forest Management (SFM) revised and adapted to the African context.

Costs:

Expected Funding Source: Voluntary Contributions

Estimated Total Cost: USD 100,000

Estimated Cost/Year: Year 2026: USD 50,000

Year 2027: USD 50,000

Activity Targets:

- Up to two regional C&I training workshops convened
- International collaboration on C&I for SFM enhanced

Relevance:

- ITTA/ITTC: Decisions 5(XXX), 9(XXX), 4(XXXIV)
- ITTO SAP: SP 1, CS 1
- UNSPF: GFG 5, 6
- ITTO Programme Line: PL 1

Responsible Body: CRF

ACTIVITY 5: Terms of Reference**I. Background**

Under ITTC Decisions 5(XXX), 9(XXX), 4(XXXIV), ITTO has collaborated extensively with other C&I processes (e.g. Montreal Process, Pan-European Process, FAO Forest Resource Assessment, etc.) to promote the understanding of the role of C&I in contributing to sustainable forest management and the use of this important tool for forest monitoring reporting and assessment (MAR). This activity will allow for on-going collaboration with other related forest reporting processes to continue.

The final version of the revised/adapted set of ITTO C&I for sustainable forest management adapted to Africa context was posted on the ITTO website for comments by ITTO Members. In the absence of any comments, the ITTO Secretariat has published it in English and French, which are two ITTO working languages used by ITTO member countries in Africa.

II. Description

The activity will allow the organizing of two regional workshops in Africa (one for English and one for French speaking countries) for the promotion of the abovementioned ITTO C&I for sustainable forest management adapted to Africa context. It is important for the training to occur to ensure momentum continues in the proper use of C&I and auditing under the Pan-African Certification System (endorsed by PEFC) to show compliance with many emerging trade requirements in different markets. 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.

III. Expected outputs

- Relevant stakeholders in ITTO producer member countries in Africa familiarized with the revised set of ITTO C&I for sustainable forest management adapted to Africa context;
- ITTO concerns and priorities reflected in international initiatives on MAR related to forests; 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

VI. Budget	2 Regional workshops @ \$50,000 each	USD100,000
	Total:	USD100,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP1 – Governance and investment (Target 3)
- CS1 – Capacity building in member countries (Targets 22, 23, 24, 25)

Group 1: BWP Field oriented activities with engagement of/work in member countries

Activity 6: Statistical capacity building workshops

Implementation Approach:

This activity which continues work funded under previous BWPs will provide assistance (in liaison with FAO and other partners) to member countries to strengthen their statistics collection and enhance reporting.

During the previous BWP, two regional workshops were jointly funded with FAO and were held in Mexico City and in Lima respectively. These two workshops strengthened the Joint Forest Sector Questionnaire (JFSQ)'s submission quality by highlighting specific data problems in the previous submissions and answering participants' various queries regarding products definitions. It also improved the chain of communication between the International Organizations and the participating countries so that the JFSQ can be submitted properly and on time.

Costs:

Expected Funding Source: Voluntary Contributions

Estimated Total Cost: USD 100,000

Estimated Cost/Year: Year 2026: USD 50,000

Year 2027: USD 50,000

Activity Targets:

- Up to four country-level and/or regional workshops conducted

Relevance:

- ITTA/ITTC: Article 28(5)
- ITTO SAP: SP 2, 4, CS 1
- UNSPF: GFG 6
- ITTO Programme Line: PL 1

Responsible Body: CEM/CFI

ACTIVITY 6: Terms of Reference**I. Background**

The level and quality of reporting on forestry sector statistics by ITTO producer countries is variable and many countries remain unable to meet their international and national statistical reporting requirements. Although ITTO has conducted a number of regional and national statistical training workshops, country-level assistance is still required because each country's problems and solutions differ and because of staff turnover. ITTO will work in liaison with FAO and other partners in delivering these workshops, tailoring training to country needs and building on collaborative relationships developed in workshops carried out under previous BWPs.

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 several countries at the same time. 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; and
- Provide training on standardized international definitions as a base for completing the Joint Forest Sector Questionnaire.

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;
- 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** USD100,000

The estimated total cost for one workshop is USD 50,000 (USD 25,000 from ITTO and 25,000 from FAO). The expected cost breakdown for one regional workshop inviting 20 participants for 3 days is as follows:

Participants' air travel fees	USD 15,000
Participants accommodation and DSA	USD 15,000
Meeting rooms, logistics, conference, facility, documents printing	USD 10,000
Miscellaneous/field trip	USD 10,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP2 – Economies and tropical timber trade (Targets 7, 8, 10)
- SP4 – Statistics and information (Target 19)
- CS1 – Capacity building in member countries (Targets 22, 23, 25)

Group 1: BWP Field oriented activities with engagement of/work in member countries

Activity 7: Prevention and Management of fire in tropical forests

Implementation Approach:

In addition to country-specific fire projects received and funded through ITTO's regular project cycle, this BWP Activity aims to promote the implementation of integrated fire management (IFM) in tropical forests through three key activities:

- 1) Provide crucial resources to stakeholders on tropical fire management through a *Tropical Forest Fire Management Toolkit*, a user-friendly online clearing house mechanism that will support the diverse needs of members.
- 2) Elevate global attention on integrated tropical forest fire management through an ITTO led CPF Joint Initiative involving FAO (Global Fire Hub), UNFF, Global Fire Monitoring Center, and RECOFTC.
- 3) Continue ITTO leadership, organization of side events, and sponsorship of tropical fire experts in major fire forum to ensure tropical forest fire issues remain visible in key global and regional forums.

Costs:

Expected Funding Source: Voluntary Contributions

Estimated Total Cost: USD 350,000

Estimated Cost/Year: Year 2026: USD 250,000

Year 2027: USD 100,000

Activity Targets:

- The development of a Web-based Tropical Forest Fire Management Toolkit;
- Support the aims and activities of the CPF Joint Initiative on IFM on Tropical Forests; and
- Side events focused on tropical IFM issues co-organized by ITTO at major forums, including for the International Wildland Fire Conference 2027, FAO Asia Pacific Forestry Commission 2025, the Global Fire Management Hub plenary and related meetings, including sponsorship of tropical fire expert panelists to elevate awareness and knowledge of different aspects of IFM in tropical forests.

Relevance:

- ITTA/ITTC: Article 1(m); Decision 6(XXXIII)
- ITTO SAP: SP 1, 3
- UNSPF: GFG 1, 4, 6
- ITTO Programme Line: PL 2, 4

Responsible Body: CRF

ACTIVITY 7: Terms of Reference

I. Background

ITTO has been leading on tropical fire issues since 1997, when it published the first set of internationally recognized fires guidelines for Tropical Forests. Through its guidelines and field fire projects with members, ITTO has helped build capacity in developing and implementing fire prevention and control strategies for forest managers, planners, and local communities in tropical member countries.

Due to climate change, changing fire behavior, and other drivers, the frequency and severity of fires worldwide are on the rise, including those in tropical forests. These fires contribute substantially to carbon dioxide emissions, cause extensive forest damage, threaten biodiversity, and have far-reaching socio-economic as well as health consequences. Institutional coordination and capacities, fire strategies specific to the tropics, as well as understanding of tropical fire behavior, lags behind compared to temperate and boreal IFM capacities. There is an urgent need for building the capacity for integrated fire management in the tropics. This requires the development of more responsive and flexible policies, strengthening of institutional and technical capabilities, improved knowledge management and research, and the establishment of incentive mechanisms driven by stakeholders to effectively prevent, control, and rehabilitate landscape affected by fire.

II. Description

In 2024, ITTO initiated a process to update its original Fire guidelines. It became clear during that exercise that quite a lot of policy guidelines and frameworks, technical guidelines, and training tools had been developed since 1997. Every year, a vast amount of information on fire management is published by various international and regional organizations, government agencies, NGOs and private sector. However, for the users with specific needs—in particular policymakers, training experts, and field practitioners—accessing accurate and relevant information is often more difficult than expected. This is because the information is widely scattered, and in some cases, not readily available online. To address this gap, ITTO decided not to pursue updating the 1997 guidelines, and instead focus resources on developing a clearing house concept through its web-based Tropical Forest Fire Management Toolkit.

The Tropical Forest Fire Management Toolkit will help close knowledge gaps by compiling and presenting existing guidelines, policy frameworks, and training and decision making tools in an accessible and interactive online website. It aims to support the diverse needs of member countries by centralizing and organizing critical resources in an accessible manner, while at the same time helping them understand the process of an integrated 5R fire approach (Review and Analysis, Risk Reduction, Readiness, Response, and Recovery).

The online Toolkit is currently in the initial phases of development and requires further resources for its completion. The aim is to have the first version of the Toolkit developed, tested, and functionally online by the second/third quarter of 2026, if enough resources are received.

In 2024, the ITTO launched the CPF Joint Initiative on IFM in Tropical Forests. The initiative is aimed at contributing to improved and effective IFM in tropical forests and surrounding landscapes by promoting best practices and leveraging lessons learned, training materials, and guidelines developed by different global and regional fire management initiatives, and other stakeholders. Led by ITTO, co-partners in the Joint Initiative include FAO, UNFF, GFMC, and RECOFTC. The online ITTO Tropical Fire Management Toolkit is a major deliverable under the CPF Joint Initiative. The Tropical Toolkit will contribute and link to the Global Fire Management Hub's overall efforts to develop an assessment tool for IFM and creation of a global repository for fire information.

ITTO organized and held a Tropical Fire Side Event during the 2025 Global Fire Management Hub Plenary looking at responding to changing fire dynamics and needs in the tropics. RECOFTC also hosted a Southeast Asia Fire Dialogue in May 2025 in which ITTO participated. RECOFTC also aims to launch their Community Based Fire Management Guidelines (CBFiM) later this year. Resources are also requested under this Activity to help support

different activities contributing to the CPF Joint Initiative to encourage synergies and partnerships between the institutions involved in the JI.

Finally, ITTO, as a member of the International Liaison Committee, has organized side-events and supported participants from the tropics to past International Wildland Fire Conferences, held in 2011 (South Africa), 2015 (Korea), 2019 (Brazil), and 2023 (Portugal). The next International Wildland Fire Conference will take place in 2027 (Location TBC). The funds requested under this Activity will help continue ITTO's engagement and leadership on tropical fire issues and sponsorship of speakers to this important event and other major forums so that the importance of IFM in tropical forests remain on the global radar screen.

III. Expected outputs

- Web-based Tropical Forest Fire Management Toolkit;
- Strengthened partnerships and collaborations with partners on the CPF Joint Initiative on IFM in Tropics, including on community based fire management and linkages to the Global Fire Management Hub; and
- IFM in Tropical Forests importance and awareness raised in global and regional levels through organization of side events and sponsorship of tropical fire experts to major forums, such as the Intl Wildland Fire Conference.

IV. Target countries:

ITTO member countries

V. Duration & timing: 24 months

VI. Budget

Development of a Tropical Forest Fire Management Toolkit	USD 250,000
CPF Joint Initiative on IFM in the Tropics	USD 50,000
Engagement of ITTO/Tropical Speakers in Major Forums	USD 50,000
Total:	USD 350,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP1 – Governance and investment (Targets 1, 2)
- SP3 – Resilience, restoration and conservation (Targets 12, 13)

Group 2: Normative work on policy guidelines or other strategic work

Activity 8(a) Operationalizing the ITTO Policy Guidelines on Gender Equality and Empowering Women

Implementation Approach:

This activity will facilitate the uptake of the ITTO Policy Guidelines on Gender Equality (GEEW) and Empowering Women Guidelines across relevant ITTO activities and initiatives. Funding will contribute to awareness raising; capacity building; training; an exploratory study on the role of women in forestry/industry and building a network of gender experts with ITTO's collaborative partners.

Costs:

Expected Funding Source: Voluntary Contributions

Estimated Total Cost: USD 40,000

Estimated Cost/Year: Year 2026: USD 20,000

Year 2027: USD 20,000

Activity Targets:

- Raised awareness of the GEEW across ITTO members
- Information on the women's role in forestry, forest industries and international tropical timber trade

Relevance:

- ITTA/ITTC: Decision 2(L)
- ITTO SAP: SP 1, CS 1, 2, 4
- UNSPF: GFG 1, 3, 6
- ITTO Programme Line: Crosscutting

Responsible Body: Council

ACTIVITY 8(a): Terms of Reference

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 session of the International Tropical Timber Council in 2017 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

To implement the gender policy guidelines, several possible actions were proposed in the report of the consultant presented at ITTC-53. While some of the proposed actions can be initiated or undertaken within existing resources, the following actions proposed for implementation under the BWP 2026-2027 require voluntary contributions from Members for their implementation.

- Conduct an awareness raising and training on gender mainstreaming in conjunction with capacity building exercise of other relevant ongoing activities.
- Conduct an explanatory study to provide an overview of women's role in forestry, forest industries and international tropical timber trade.
- Participate in meetings/initiatives to develop a network of forest gender experts amongst ITTO collaborative partners, including CPF members, UN WOMEN, interested CSAG and TAG organizations.

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

GEEW awareness raising and capacity building	USD 90,000
Explanatory study on women's roles in forestry	USD 50,000
Participation in meetings and networking	USD 46,000
Total*:	USD 186,000

**US\$ 146,000 have been pledged under the previous BWP. The Secretariat is seeking additional US\$40,000 for full implementation of this activity*

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP1 – Governance and Investment (Targets 1, 4)
- CS1 – Capacity building in member countries (Target 23)
- CS2 – ITTO's operational effectiveness (Targets 27, 28, 29)
- CS4 – Gender equality and empowerment of women (Targets 37, 38)

Activity 8(b): Disseminating the ITTO Guidelines for Forest Landscape Restoration in the Tropics

Implementation Approach:

The ITTO Guidelines for Forest Landscape Restoration in the Tropics were developed in 2020 with the invaluable support of many members of the Collaborative Partnership on Forests (CPF), including CIFOR, FAO, IUCN and IUFRO. After organizing the virtual dissemination workshops for ITTO member countries in Asia-Pacific and Latin America, there were not enough funds to hold in-person dissemination workshops for ITTO member countries in Africa (one for French-speaking countries and one for English-speaking countries) in 2024. The remaining two in-person regional workshops will be scheduled sometime in 2026 with funds received at the 60th session, and any new funds pledged under BWP 2026-27.

Under Activity 8b, the ITTO Secretariat will also explore with the UNCCD Secretariat potential collaboration on Land Degradation Neutrality (LDN) principles that govern the LDN implementation process in member countries. As stated in the objective of the memorandum of understanding signed between ITTO and the UNCCD Secretariat(s) in February 2024, this collaboration will contribute to providing appropriate guidance for the implementation of activities contributing to the United Nations Decade on Ecosystem Restoration 2021-2030. ITTO will also explore potential collaborations/partnerships with other CPF members on restoration activities, including with IUCN and CBD.

Costs:

Expected Funding Source: Voluntary Contributions

Estimated Total Cost:		USD 200,000
Estimated Cost/Year:	Year 2026:	USD 100,000
	Year 2027:	USD 100,000

Activity Targets:

- Dissemination of the newly adopted guidelines in ITTO producing member countries;
- Collaboration with UNCCD and others on restoration related activities to contribute to the UN Decade on Ecosystem Restoration (2021-2030).

Relevance:

- ITTA/ITTC: Decision 7(LV)
- ITTO SAP: SP 3, CS 1
- UNSPF: GFG 1, 6
- ITTO Programme Line: PL 2, 3

Responsible Body: CRF

ACTIVITY 8(b): Terms of Reference**I. Background**

The *ITTO Guidelines for Forest Landscape Restoration in the Tropics* (2020) provides guidance 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 dissemination and outreach actions.

After organizing the virtual dissemination workshops for ITTO member countries in Asia-Pacific and Latin America, there is a need to hold in-person dissemination workshops for ITTO member countries in Africa (one for French-speaking countries and one for English-speaking countries) to promote the ITTO Guidelines for Forest Landscape Restoration in the Tropics as an important tool for supporting the achievement of the UN Decade on Ecosystem Restoration 2021-2030.

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 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 Activity will be implemented as follows:

- Participation in relevant international FLR events with the involvement of ITTO international partners, including in UNCCD Conference of Parties in 2026;
- Organize two in-person regional capacity building workshops in Africa; and
- Collaborate with UNCCCD and other partners on FLR activities.

III. Expected outputs

- ITTO Guidelines for Forest Landscape Restoration disseminated through county or/and regional workshops in conjunction with international partners, particularly with the members of the Collaborative Partnerships on Forests (CPF);
- Two workshops held in Africa region (one for French-speaking countries and one for English-speaking countries; and
- Collaboration with UNCCD and others on restoration related activities to contribute to the UN Decade on Ecosystem Restoration (2021-2030).

IV. Target countries:

ITTO member countries

V. Duration & timing 24 months**VI. Budget**

Collaboration with CPF, including UNCCCD	USD 120,000
On restoration activities for UN Decade	
Two in-person Regional Workshops	<u>USD 80,000</u>
Total:	USD 200,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP3 – Resilience, restoration and conservation (Targets 12, 13, 14)
- CS1 – Capacity building in member countries (Targets 22, 23)

Group 2: Normative work on policy guidelines or other strategic work

Activity 8(c): Support for women's groups with gender empowerment and forest landscape restoration in Africa.

Implementation Approach:

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".

After implementing three phases of PP-A/56-341 in Togo with women's groups supervised by REFACOF-Togo, there is a need to replication and adaptation of main achievements in other ITTO member countries in Africa. Benin is selected for the support for women's groups dealing with the restoration of forest landscapes in the Departments of Oueme and Zou, located in central part of Benin.

Costs:

Expected Funding Source: Voluntary Contributions

Estimated Total Cost: USD 180,000

Estimated Cost/Year: Year 2026: USD 90,000

Year 2027: USD 90,000

Activity Targets:

- Putting into practice two ITTO Guidelines (GEEW and FLR)

Relevance:

- ITTA/ITTC: Decision 2(L)
- ITTO SAP: SP 3, CS 4
- UNSPF: GFG 1, 2
- ITTO Programme Line: PL 3

Responsible Body: CRF

ACTIVITY 8(c): Terms of Reference

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. The first pilot case (in three phases) was implemented in Togo. Any additional funds pledged will replicate this Activity in 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 Africa 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.

Additional funds have been mobilized with the aim to replicate and adapt in Benin the ground achievements of REFACOF-Togo’s women groups realized during the implementation of three phases of PP-A/56-341 in Togo’s Blitta and Lacs Prefectures.

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; and
- 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	Agroforestry and FLR implementation (2026-27)	USD 180,000
	Total:	USD 180,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP3 – Resilience, restoration and conservation (Targets 12, 13, 14)
- CS4 – Gender equality and empowerment of women (Target 37)

Group 3: Collaborative work/meetings with other organizations/initiatives

Activity 9: Conservation and sustainable use of biodiversity in tropical forests

Implementation Approach:

In line with the Kunming-Montreal Global Biodiversity Framework (KMGBF), adopted during CBD COP 15 in December 2022, this activity will promote the conservation and sustainable use of biodiversity in tropical timber production forest landscapes through the following actions:

- Facilitate the engagement of ITTO to support the achievements of forest-related goals and targets of the KMGBF, and its implementation in member states.
- ITTO participation at CBD COP 17 in 2026 with the organization of a joint side-event with CBD and other relevant partners showcasing ITTO experiences, insights and lessons learnt on biodiversity conservation in sustainable managed tropical forest landscapes.
- Renew the memorandum of understanding between ITTO and the CBD for another four year period and support the implementation of the ITTO–CBD Collaborative Initiative Programme.
- Finalize the update (started in 2025) of the *ITTO/IUCN Guidelines for the Conservation and Sustainable Use of Biodiversity in Tropical Production Forest Landscapes*, in collaboration with IUCN.
- Translate guidelines and conduct training workshops/pilot activities to ground test and promote the guidelines' implementation and uptake.
- Explore synergies and collaboration with other entities to promote buffer zone management around protected/conservation areas, and better integration of biodiversity conservation in plantation and production forests.

Costs:

Expected Funding Source: Voluntary Contributions

Estimated Total Cost:		USD 400,000
Estimated Cost/Year:	Year 2026:	USD 200,000
	Year 2027:	USD 200,000

Activity Targets:

- Finalization of update of *ITTO/IUCN Guidelines for the Conservation and Sustainable Use of Biodiversity in Tropical Production Forest Landscapes*, including a second expert meeting in early 2026 to inform the update and translation into French and Spanish;
- Updated and disseminated guidelines, with training workshops or pilot activities to ground test and promote the guidelines' implementation and uptake; and
- Participation of the ITTO Secretariat/tropical forest experts in relevant CBD CoPs and related meetings, including co-organization of side events.

Relevance:

- | | |
|------------------------|-------------------------------------|
| • ITTA/ITTC: | Article 1(m), (r); Decision 6(XLIV) |
| • ITTO SAP: | SP 3, CS 1, 2 |
| • UNSPF: | GFG 1, 3, 4, 6 |
| • ITTO Programme Line: | PL 2, 3 |

Responsible Body: CRF

ACTIVITY 9: Terms of Reference

I. Background

Recognizing the critical importance of tropical production 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, these guidelines have been promoted at various levels. Based on the provisions of the memorandum of understanding signed by the CBD and ITTO Secretariats, ITTO has actively promoted the Joint ITTO-CBD Collaborative Initiative for Tropical Forest Biodiversity since 2010, which helps finance on-the-ground projects in the three tropical regions.

The Kunming-Montreal Global Biodiversity Framework (KMGBF), adopted during CBD COP 15 in December 2022, has set out the four global goals and 27 targets for their achievements by 2030. The ITTO–CBD Collaborative Initiative will prioritize activities to contribute to the achievement of forest-related goals and targets identified in the Kunming-Montreal Global Biodiversity Framework, which are in correlation with some ITTO objectives and priorities, specifically:

- Target 2: Ensure that by 2030 at least 30% of degraded ecosystems are under restoration.
- Target 3: Ensure that by 2030 at least 30% of land and ocean are protected through well-connected and equitable governed systems of protected areas and other effective area-based conservation measures.
- Target 10: Ensure that areas of agriculture, aquaculture, fisheries and forestry are managed sustainably.
- Target 15: Take legal, or policy measures to encourage business to reduce negative impacts on biodiversity and to promote actions to ensure sustainable patterns of production.
- Target 16: Ensure that people are encouraged to make sustainable consumption choices.
- Target 20: Strengthen capacity-building and development, access to and transfer of technology, and promote development of and access to innovation and technical and scientific cooperation.

II. Description

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

- Facilitate the engagement of ITTO to support the achievements of forest-related goals and targets of the KMGBF, and its implementation in member states.
- ITTO participation at CBD COP 17 in 2026 with the organization of a joint side-event with CBD and other relevant partners showcasing ITTO experiences, insights and lessons learnt on biodiversity conservation in sustainable managed tropical forest landscapes.
- Renew the memorandum of understanding between ITTO and the CBD for another four year period and support the implementation of the ITTO–CBD Collaborative Initiative Programme.
- Finalize the update (started in 2025) of the *ITTO/IUCN Guidelines for the Conservation and Sustainable Use of Biodiversity in Tropical Production Forest Landscapes*, in collaboration with IUCN.
- Translate guidelines and conduct training workshops/pilot activities to ground test and promote the guidelines' implementation and uptake.
- Explore synergies and collaboration with other entities to promote buffer zone management around protected/conservation areas, and better integration of biodiversity conservation in plantation and production forests.

III. Expected outputs

- Updated and disseminated *ITTO/IUCN Guidelines for the Conservation and Sustainable Use of Biodiversity in Tropical Production Forest Landscapes*;
- Showcasing ITTO's experience in promoting the conservation and sustainable use of biodiversity in tropical forest landscapes;
- Wider knowledge and implementation of the forest-based targets and goals of the KMGBF; and

- Effective implementation of the ITTO-CBD Collaborative Initiative for 2026–2027 as well as increased partnerships and fundraising activities for its implementation.

IV. Target countries:

ITTO member countries

V. Duration & timing: 24 months

VI. Budget	Update, translate, disseminate guidelines Pilot ground activities	USD 100,000
	ITTO attendance/side events at CBD related meetings	USD 50,000
	Support the implementation of the ITTO-CBD collaborative initiative for 2026–2027	USD 150,000
	Joint activities with other entities on buffer zone mgmt. and integration of biodiversity cons in plantations/production forest areas	USD 100,000
	Total:	USD 400,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP3 – Resilience, restoration and conservation (Targets 12, 13, 14, 16, 18)
- CS1 – Capacity building in member countries (Targets 22, 23, 25)
- CS2 – ITTO’s operational effectiveness (Targets 28, 29)

Group 3: Collaborative work/meetings with other organizations/initiatives

Activity 10: Cooperation and consultation with the CPF, UNFF and others

Implementation Approach:

The objective of this activity is to promote and integrate the contributions of tropical forest landscapes and international tropical timber trade, as well as articulate ITTO's role and contribution in major global processes for the achievement of SDGs and GFGs, and other internationally agreed goals.

For ITTO to effectively promote understanding of its contribution and the important role tropical forests – in particular productive forest landscapes and trade of tropical timber and timber products play in achieving the Global Forest Goals (GFGs), the Sustainable Development Goals (SDGs), and other international goals, it is important for the organization to actively participate in major forest related global and regional forums. These include CoPs of the trio conventions, regional forest bodies, forest working groups under global and regional trade bodies, relevant UNFF country led initiatives, etc.

The number of organizations and programmes engaged on tropical forests issues continues to grow increasingly complex. ITTO's coordination and collaboration with CPF partners and other entities ensures ITTO's role is articulated, and its work and outputs are disseminated thereby contributing overall to improved efficient use of resources, coherent policy and programming, and coordinated impact in the field.

This activity covers ITTO's secretariat engagement and organization of side events in different forums not covered in by other parts of the BWP, as well as seed resources to support specific CPF joint initiatives and development of newly emerging specific initiatives such as the ITTO-AFoCo Joint Programme.

Costs:

Expected Funding Source: Voluntary Contributions

Estimated Total Cost:	USD 200,000
Estimated Cost/Year:	Year 2026: USD 100,000
	Year 2027: USD 100,000

Activity Targets:

- Participation of ITTO, including organization of side events, in key global and regional events;
- Contributions to select CPF joint initiatives on which ITTO leads or is a major partner; and
- Development of partnerships with other entities to enhance the visibility and effectiveness of the ITTO's work, and impact on the ground.

Relevance:

- ITTA/ITTC: Article 15; Decision 7(XXX)
- ITTO SAP: SP 1, 3, CS 2
- UNSPF: GFG 6
- ITTO Programme Line: Crosscutting

Responsible Body: Council

ACTIVITY 10: Terms of Reference

I. Background

As a founding member of the Collaborative Partnership on Forests (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.

The number of organizations and programmes engaged on tropical forests issues continues to grow increasingly complex. ITTO's coordination and collaboration with CPF partners and other entities ensures ITTO's role is articulated, and its work and outputs are disseminated thereby contributing overall to improved efficient use of resources, coherent policy and programming, and coordinated impact in the field.

II. Description

The objective of this activity is to promote and integrate the contributions of tropical forest landscapes and international tropical timber trade, as well as articulate ITTO's role and contribution in major global processes for the achievement of SDGs and GFGs, and other internationally agreed goals.

ITTO is a current active lead or partner in the following CPF Initiatives:

- Sustainable Wood for Sustainable World (SW4SW)
- Integrated Fire Management in Tropical Forests
- Pathways for Designing a Mechanism to Incentivize Deforestation Free Landscapes and Value Chains for Green Growth
- Global Forest Education Initiative
- CITES Tree Species Project
- Wangari Maathai Forest Champions Award

This activity covers ITTO's secretariat engagement and organization of side events in different forums not covered by other parts of the BWP, as well as seed resources to support specific CPF joint initiatives and development of newly emerging specific initiatives such as the ITTO-AFoCo Joint Programme.

III. Expected outputs

- Representation of ITTO at UNFF, CPF events, and other key intl. forest related events enhanced;
- Cooperation and collaboration between ITTO, UNFF and CPF and other relevant forestry-related bodies 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 play in contributing to the achievement of SDGs and GFGs;
- 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	Participation in major forestry-related forums,	
	Including organization of side events	USD 100,000
	Support to CPF Joint Initiatives / New Initiatives	USD 100,000
	Total:	USD 200,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP1 – Governance and Investment (Targets 2, 4, 5, 6)
- SP3 – Resilience, restoration and conservation (Targets 12–18)
- CS2 – ITTO’s operational effectiveness (Targets 28, 29)

Group 3: Collaborative work/meetings with other organizations/initiatives

Activity 11: Collaboration on criteria and indicators for SFM

Implementation Approach:

This work has been facilitated by similar activities under previous BWPs and will continue in 2026-27. Remaining funds from previous activities together with any new pledges will continue and expand on the work undertaken to date.

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.

Costs:

Expected Funding Source: Voluntary Contributions

Estimated Total Cost: USD 50,000

Estimated Cost/Year: Year 2026: USD 25,000

Year 2027: USD 25,000

Activity Targets:

- Relevant meetings attended
- Collaboration with FAO FRA enhanced

Relevance:

- ITTA/ITTC: Decisions 3(XXVI), 5(XXX), 9(XXX), 4(XXXIV)
- ITTO SAP: SP 3, 4, CS 1
- UNSPF: GFG 5, 6
- ITTO Programme Line: Crosscutting

Responsible Body: CRF

ACTIVITY 11: Terms of Reference**I. Background**

Under ITTC Decisions 3(XXVI), 5(XXX), 9(XXX), 4(XXXIV), ITTO has collaborated extensively with other C&I processes (e.g. Montreal Process, Pan-European Process, FAO Forest Resource Assessment, etc.) to promote the understanding of the role of C&I in contributing to sustainable forest management and the use of this important tool for forest monitoring reporting and assessment (MAR). This activity will allow for on-going collaboration with other related forest reporting processes to continue.

II. Description

Funding remaining from previous BWPs has been used to support ITTO's participation in C&I related events being organized by the Montreal Process in association with the Asia Pacific Forestry Commission meeting in October 2023 in Sydney, Australia. Additional funding for this activity will facilitate continued active ITTO participation in the global dialogue on MAR related to forests, including the CPF Task Force on Streamlining Forest Reporting, discussions on harmonizing reporting on forests between ITTO's SFM Tropics and FAO's Forest Resources Assessment (including through the Collaborative Forest Resources Questionnaire process), Degradation Definition Taskforce, and various relevant meetings and initiatives of other international C&I processes.

III. Expected outputs

- More countries able to effectively report on forests/forest management using the ITTO C&I reporting format; and
- ITTO concerns and priorities reflected in international initiatives on MAR related to forests.

IV. Target countries

Global

V. Duration & timing 24 months

VI. Budget	Participation in relevant meetings/initiatives	<u>USD 50,000</u>
	Total:	USD 50,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP3 – Resilience, restoration and conservation (Targets 12 - 15, 17, 18)
- SP4 – Statistics and information (Target 20)
- CS1 – Capacity building in member countries (Targets 22, 24)

Activity 12: ITTO strategic communication and implementation

Implementation Approach:

Develop and execute an operational plan to implement the ITTO communication strategy, as presented to the Council at its 57th session. The plan will be tailored to the specific needs of ITTO and its members, ensuring effective delivery and measurable results.

In the coming biennium, ITTO will focus on strengthening its branding and outreach to raise the Organization's visibility and influence, while also enhancing its role in global forest dialogue and positioning it as a recognized source of thought leadership on sustainable forest management (SFM) policies and practices.

This will be achieved by stocktaking the achievements and milestones of ITTO's forty-year legacy and presenting them in compelling ways that demonstrate the Organization's impact. By highlighting and developing success and impact stories from projects and initiatives, ITTO will be able to showcase its unique contributions, communicate results more effectively to diverse audiences, and reinforce its leadership role in shaping global forest policy discussions.

Costs:

Expected Funding Source: Voluntary Contributions

Estimated Total Cost: USD 120,000

Estimated Cost/Year: Year 2026: USD 60,000

Year 2027: USD 60,000

Activity Targets:

- Preparation of an operational plan to implement the ITTO communication strategy.
- Development of communication materials to highlight ITTO's forty-year legacy and raise the Organization's visibility, influence, and thought leadership.
- Stock take the impacts achieved by the Organization and elevate the success stories from ITTO's projects and initiatives.
- Conduct activities to convey these stories and promote ITTO's impact and legacy.

Relevance:

- ITTA/ITTC: Article 1
- ITTO SAP: SP 1, 3, CS 1, 2
- UNSPF: GFG 6
- ITTO Programme Line: Crosscutting

Responsible Body: Council

ACTIVITY 12: Terms of Reference**I. Background**

A draft communication strategy (2022-2026) was presented to the Council at its 57th session (Document ITTC(LVII)/16). The Council welcomed the strategy, recognizing it as an ambitious plan to enhance ITTO's visibility, strengthen its messaging, and support fundraising efforts. The Council also noted that additional resources would be required for its effective implementation.

Building on the guidelines of the previous strategy, this activity aims to develop a tailored operational plan for strategic communication to further elevate ITTO's work. It will also lay the groundwork for operationalization during the forty-year anniversary of the Organization and for the next biennium.

We plan to take stock of ITTO's impacts since its establishment, identifying key achievements and milestones that reflect the Organization's progress over the years. These impact indicators will serve as the basis for developing compelling success stories that highlight ITTO's contributions to sustainable forest management and tropical forest communities. By sharing these narratives, we aim to effectively convey ITTO's reach, relevance, and purpose to a wide range of audiences.

II. Description

Building on the draft communication strategy (2022–2026) welcomed by the Council at its 57th session, this activity will focus on developing a tailored operational plan for strategic communication to further elevate ITTO's visibility, strengthen its messaging, and support resource mobilization. In preparation for the Organization's 40th anniversary and the next biennium, ITTO will take stock of its impacts since establishment, highlighting key achievements and milestones as the basis for compelling success stories.

III. Expected outputs

Through this activity, ITTO will achieve the following results:

- **Operational Plan:** A finalized, costed operational plan for implementing the communication strategy.
- **Impact evaluation:** Stocktaking of the achievements and milestones of the organization since its establishment.
- **Development of success stories:** Up to 7 success stories, with multimedia packages (video, photos, etc.) crafted to be conveyed for ITTO's 40th anniversary.
- **Promotion and dissemination:** Up to 3 events conducted to raise ITTO's profiles and convey these stories and messages to the public.

IV. Target countries

All members

V. Duration & timing 24 months

VI. Budget	Operational Plan	USD 20,000
	Impact Evaluation	USD 30,000
	Development of Success Stories	USD 60,000
	Promotion and Dissemination	<u>USD 10,000</u>
	Total	USD 120,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP1 – Governance and Investment (Target 4)
- SP3 – Resilience, restoration and conservation (Targets 12, 14)

- CS1 – Capacity building in member countries (Targets 22, 23)
- CS2 – ITTO's operational effectiveness (Target 22)

Group 4: Communication and outreach-related work

Activity 13: ITTO Tropical Forest Update (TFU)

Implementation Approach:

Regular work.

Costs:

Expected Funding Source: Core Operational Costs

Estimated Total Cost: USD 390,000

Estimated Cost/Year: Year 2026: USD 195,000

Year 2027: USD 195,000

Activity Targets:

- Up to four TFU issues per year published in three ITTO working languages, distributed to approximately 15,000 subscribers.

Relevance:

- ITTA/ITTC: ITTA, 2006, Articles 27, 28
- ITTO SAP: SP 1-3, CS 1-3
- UNSPF: GFG 6
- ITTO Programme Line: Crosscutting

Responsible Body: Council

ACTIVITY 13: Terms of Reference

I. Background

Since 1990, the Tropical Forest Update (TFU) newsletter has served as ITTO's flagship outreach publication, promoting the conservation and sustainable development of tropical forests. It is currently distributed in hard copy to approximately 15,000 subscribers across more than 160 countries, in English, French, and Spanish. TFU is also available online through the ITTO website and, since 2016, via the TFU mobile app.

II. Description

This activity will support the production of up to four issues of TFU per year in ITTO's three working languages. Each issue will include articles, project highlights, and policy-relevant content aimed at raising awareness and sharing knowledge on sustainable forest management (SFM) and related issues.

III. Expected outputs

- Up to four (4) issues of TFU produced during the biennium in English, French, and Spanish.
- Both print and electronic versions made available to ensure wide global distribution and accessibility.
- Expanded reach through the TFU app and ITTO website, with measurable increases in downloads and online readership.
- High-quality, visually engaging layout and design to improve readability and impact.

IV. Target countries Global

V. Duration & timing 24 months

VI. Budget	Printing and Distribution	USD 160,000
	Layout and design	USD 50,000
	French and Spanish translation	USD 130,000
	Consultant fees	USD 45,000
	Miscellaneous	<u>USD 5,000</u>
	Total:	USD 390,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP1 – Governance and Investment (Targets 3, 4, 5)
- SP2 – Economies and tropical timber trade (Target 9)
- SP3 – Resilience, restoration and conservation (Targets 12, 13, 14, 18)
- CS1 – Capacity building in member countries (Targets 22, 23, 24, 25)
- CS2 – ITTO's operational effectiveness (Target 28)
- CS3 – Integration of the tropical forest sector in COVID-19 recovery (Targets 33, 34, 36)

Group 4: Communication and outreach-related work

Activity 14(a): Public relations, outreach, and education (Communications and branding)

Implementation Approach:

This activity represents ITTO's regular public relations and outreach work and will ensure that the Organization continues to reach a wide global audience. The approach will combine ongoing communication efforts with targeted initiatives designed to strengthen ITTO's visibility, influence, and impact.

Communication activities: Regular management of the ITTO website (including postings, content updates, and improvements to functionality and design); publication and dissemination of ITTO reports and publications (e.g. annual reports, project and activity reports, newsletters, Tropical Forest Update articles, news stories, and event coverage); and production of public relations materials (e.g. brochures, calendars, infographics, pamphlets, posters, videos, and photos to highlight ITTO's work. Other initiatives will also be undertaken, including in collaboration with partners.

Costs:

Expected Funding Source: Core Operational Costs

Estimated Total Cost: USD 530,000

Estimated Cost/Year: Year 2026: USD 265,000

Year 2027: USD 265,000

Relevance:

- ITTA/ITTC: Article 1
- ITTO SAP: SP 1-3, CS 1-3
- UNSPF: GFG 6
- ITTO Programme Line: Crosscutting

Responsible Body: Council

ACTIVITY 14(a): Terms of Reference

I. Background

ITTO produces a wide range of outputs and achieves significant impacts, particularly in promoting sustainable forest management (SFM). To maximize their value, these outputs need to be effectively and widely disseminated. Doing so will raise awareness of sound SFM practices among members and stakeholders while enhancing the visibility and profile of the Organization.

II. Description

ITTO undertakes a comprehensive set of communication and outreach activities to engage a broad audience. These activities include managing and improving the website (e.g., content updates, enhanced functionality, and design improvements); publishing and disseminating ITTO reports and publications (e.g., annual reports, project and activity reports, newsletters, Tropical Forest Update articles, news stories, and event coverage); producing and distributing public relations materials (e.g., brochures, calendars, infographics, pamphlets, posters, videos, and photographic content) to showcase ITTO's work; and implementing other initiatives, often in collaboration with partners, to expand outreach and engagement.

III. Expected outputs

Communications materials

- Expand and enhance ITTO's multimedia suite (photos, videos, etc.) to strengthen the quality of the content and communication outputs.
- Produce new multimedia outreach materials (e.g. videos, posters, pamphlets, infographics) to broaden ITTO's visibility.

Publications and knowledge products

- Publish up to two new policy or technical series documents during the biennium.
- Produce and circulate up to 24 issues of the Tropical Forest News newsletter.
- Publish two annual reports in English, French, and Spanish.

Thought Leadership

- Publish at least four policy briefs, op-eds, or expert commentaries per year to position ITTO as a thought leader on sustainable forest management (SFM) and related sustainable development issues.

Resource Mobilization Support

- Produce targeted donor communication materials, including briefs and brochures, with evidence of their use in donor/partner engagement.

Online presence and media relations

- Achieve at least a 25% increase in media coverage, social media engagement, and subscriber base for ITTO communication products by 2027.
- Provide regular updates on ITTO's website and social media platforms to showcase the Organization's work.

IV. Target countries

Global

V. Duration & timing

24 months

VI. Budget

Website programming and development	USD 180,000
Consultant fees (editing, layout and design)	USD 125,000
French and Spanish translation	USD 110,000
Printing and distribution	USD 100,000
Software/platform subscriptions	<u>USD 15,000</u>
Total:	USD 530,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP1 – Governance and Investment (Targets 3, 4, 5)
- SP2 – Economies and tropical timber trade (Target 9)
- SP3 – Resilience, restoration and conservation (Targets 12, 13, 14, 18)
- CS1 – Capacity building in member countries (Targets 22, 23, 24, 25)
- CS2 – ITTO's operational effectiveness (Target 28)
- CS3 – Integration of the tropical forest sector in COVID-19 recovery (Targets 33, 34, 36)

Activity 14(b): Public relations, outreach, and education (Outreach and visibility)

Implementation Approach:

As part of its regular work, ITTO will actively organize and participate in booths, side events, and other outreach initiatives at key international events during the biennium. These include the IUFRO World Congress; the CBD, CITES, and UNFCCC COPs; sessions of the UNFF and COFO; and other relevant fora not covered under other BWP activities, to showcase ITTO's work and enhance its visibility in global forest and sustainable development dialogues.

Costs:

Expected Funding Source: Core Operational Costs

Estimated Total Cost: USD 200,000

Estimated Cost/Year: Year 2026: USD 100,000

Year 2027: USD 100,000

Activity Targets:

- Organize and manage up to five ITTO booths annually
- Produce and disseminate up to two ITTO informational materials each year

Relevance:

- ITTA/ITTC: Article 1
- ITTO SAP: SP 1-3, CS 1-3
- UNSPF: GFG 6
- ITTO Programme Line: Crosscutting

Responsible Body: Council

ACTIVITY 14(b): Terms of Reference**I. Background**

ITTO promotes awareness of its work in the conservation and sustainable management, use, and trade of tropical forest resources by engaging targeted stakeholders at key international events and fora. These platforms provide opportunities for the Organization to actively participate, showcase its outputs, and demonstrate the impact of its work.

II. Description

During the biennium, ITTO will actively exhibit its work at major international events, including the IUFRO World Congress, the CBD, CITES, and UNFCCC COPs, sessions of the UNFF, COFO meetings, and other relevant fora not covered under other BWP activities. These efforts will highlight ITTO's contributions, foster partnerships, and strengthen the Organization's visibility in global forest and sustainable development discussions.

III. Expected outputs

To enhance forest dialogue engagement, ITTO will ensure representation at a minimum of five major international forest or climate-related forums each year. For each forum, the Organization will develop tailored communication outputs to effectively highlight its role, showcase its contributions, and strengthen its visibility in global forest and sustainable development discussions.

IV. Target countries

Global

V. Duration & timing 24 months

VI. Budget	Fees for booths	USD 30,000
	Shipping cost	USD 20,000
	Staffing booths	USD 20,000
	Assistance to members	USD 60,000
	Duty travel	<u>USD 70,000</u>
	Total:	USD 200,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP1 – Governance and Investment (Targets 3, 4, 5)
- SP2 – Economies and tropical timber trade (Target 9)
- SP3 – Resilience, restoration and conservation (Targets 12, 13, 14, 18)
- CS1 – Capacity building in member countries (Targets 22, 23, 24, 25)
- CS2 – ITTO's operational effectiveness (Target 28)
- CS3 – Integration of the tropical forest sector in COVID-19 recovery (Targets 33, 34, 36)

Activity 14(c): Public relations, outreach, and education (Awareness-raising in the host country)

Implementation Approach:

Continue to ensure that ITTO reaches a wide audience by translating the ITTO website, developing targeted public relations materials, and implementing outreach activities aimed at raising ITTO's profile in Japan.

Costs:

Expected Funding Source: Voluntary contributions

Estimated Total Cost: USD 80,000

Estimated Cost/Year: Year 2026: USD 40,000

Year 2027: USD 40,000

Activity Targets:

Communication materials and organization of activities to raise awareness on ITTO's mission with stakeholders in Japan.

Relevance:

- ITTA/ITTC: Article 1
- ITTO SAP: SP 1, 3, CS 1-2
- UNSPF: GFG 6
- ITTO Programme Line: Crosscutting

Responsible Body: Council

ACTIVITY 14(c): Terms of Reference

I. Background

Being based in Japan, ITTO engages in public relations and outreach activities targeting multiple audiences in its host country. Effective communication requires proficient use of the Japanese language to accurately convey the Organization's messages and enhance its visibility.

II. Description

Continue providing comprehensive Japanese-language coverage of ITTO's work across the ITTO website and other media platforms, ensuring that information is accessible, accurate, and tailored to local audiences.

III. Expected outputs

- Comprehensive Japanese language coverage of ITTO's work on the ITTO website and social media (X account)
- Conducting at least two (2) awareness-raising activities for the Japanese public

IV. Target countries Japan

V. Duration & timing 24 months

VI. Budget	Translation and website posting fees	USD 45,000
	Design	USD 15,000
	Printing	USD 12,000
	Miscellaneous	<u>USD 8,000</u>
	Total:	USD 80,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP1 – Governance and Investment (Target 4)
- SP3 – Resilience, restoration and conservation (Target 12)
- CS1 – Capacity building in member countries (Target 22)
- CS2 – ITTO's operational effectiveness (Target 28)

Group 5: Analytical, statistical and other recurring work

Activity 15: Trade (TAG) and Civil Society (CSAG) Advisory Group involvement

Implementation Approach:

Regular work. Encourage support for the participation of TAG and CSAG members in Council Sessions.

Costs:

Expected Funding Source: Voluntary contributions

Estimated Total Cost: USD 80,000

Estimated Cost/Year: Year 2026: USD 40,000

Year 2027: USD 40,000

Activity Targets:

- At least four representatives from TAG and CSAG assisted to participate in the Sessions of the Council in 2026 and 2027

Relevance:

- ITTA/ITTC: Decisions 9(XXVIII), 2(XXXII)
- ITTO SAP: SP 1-4; CS 1-4,
- UNSPF: GFG 2, 3, 6
- ITTO Programme Line: PL 1, 3

Responsible Body: Joint Committees

ACTIVITY 15: Terms of Reference

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 USD 80,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP 1 – Governance and Investment (Targets 2-6)
- SP 2 – Economies and tropical timber trade (Targets 7-11)
- SP 3 – Resilience, restoration and conservation (Targets 12, 13, 14, 18)
- SP 4 – Statistics and information (Targets 19, 20)
- CS – Crosscutting

Activity 16: ITTO Annual Market Discussion

Implementation Approach:

Regular work. The themes for the Annual Market Discussions will be determined at the Council Sessions immediately preceding the discussions.

Costs:

Expected Funding Source: Core Operational Costs

Estimated Total Cost:		USD 100,000
Estimated Cost/Year:	Year 2026:	USD 50,000
	Year 2027:	USD 50,000

Activity Targets:

- ITTO Annual Market Discussions convened in 2024 and 2025

Relevance:

- | | |
|------------------------|-------------------|
| • ITTA/ITTC: | Article 1(e), (h) |
| • ITTO SAP: | SP 1, 2, CS 4 |
| • UNSPF: | GFG 6 |
| • ITTO Programme Line: | NA |

Responsible Body: Joint Committees

ACTIVITY 16: Terms of Reference

I. Background

The ITTO Annual Market Discussion is an annual forum for international dialogue on a topical theme of the international tropical timber trade and is held during the ITTC. The event is an opportunity for Delegates of ITTO member countries and trade representatives to discuss and deliberate on germane and often complex trade policy issues confronting the tropical timber sector. This strategic policy activity aims to strengthen the deliberations of the ITTC by providing for the engagement of keynote speakers for the event.

II. Description

The theme of the ITTO Annual Market Discussion is selected by the Trade Advisory Group (TAG) in consultation with the ITTO Executive Director. 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, TAG

V. Duration & timing

24 months

VI. Budget

USD 100,000 (Travel and DSA for 7-9 Speakers per year)

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP 1 – Governance and Investment (Targets 2 - 6)
- SP 2 – Economies and tropical timber trade (Targets 7, 10)
- CS 4 – Gender equality and empowerment of women (Target 37)

Activity 17: Expert Panel for Technical Appraisal of Project Proposals

Implementation Approach:

Regular work. Convene the meeting(s) of the Expert Panel.

Costs:

Expected Funding Source: Core Operational Costs

Estimated Total Cost: USD 120,000

Estimated Cost/Year: Year 2026: USD 60,000

Year 2027: USD 60,000

Activity Targets:

- Meetings of the Expert Panel convened in 2026 and 2027

Relevance:

- ITTA/ITTC: Article 26; Decisions 6(IX), 2(X), 7(XXI), 7(XXII), 3(LX)
- ITTO SAP: SP 1-4, CS 1-4
- UNSPF: GFG 1-6
- ITTO Programme Line: Crosscutting

Responsible Body: Joint Committees

ACTIVITY 17: Terms of Reference**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

- Meetings of the Expert Panel in 2026 and in 2027
- 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 2026	USD 60,000
	Year 2027	<u>USD 60,000</u>
	Total:	USD 120,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP 1 – 4 (all targets)
- CS 1 – 4 (all targets)

Activity 18: ITTO Fellowship Programme

Implementation Approach:

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.

Costs:

Expected Funding Source: Voluntary Contributions

Estimated Total Cost: USD 400,000

Estimated Cost/Year: Year 2026: USD 200,000

Year 2027: USD 200,000

Activity Targets:

- 30-40 fellowships awarded in 2026 and 2027

Relevance:

- ITTA/ITTC: Decision 4(XXVII)
- ITTO SAP: SP 1, 2, 3; CS 1, 4
- UNSPF: GFG 1, 2, 5, 6
- ITTO Programme Line: Crosscutting

Responsible Body: Council

ACTIVITY 18: Terms of Reference

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 of September 2025, the Programme, has enabled more than 1,400 young and mid-career people from 50 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

30-40 awards for the two-year period 2026-2027

IV. Target Countries

ITTO producer member countries

V. Duration & timing 24 months

VI. Budget	Year 2026	USD 200,000
	Year 2027	<u>USD 200,000</u>
	Total:	USD 400,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP 1 – Governance and Investment (Targets 3, 5)
- SP 2 – Economies and tropical timber trade (Targets 7, 9, 10, 11)
- SP 3 – Resilience, restoration and conservation (Targets 12-14, 18)
- CS 1 – Capacity building in member countries (Target 23)
- CS 4 – Gender equality and empowerment of women (Target 37)

Activity 19: ITTO Market Information Service (MIS)

Implementation Approach:

Regular work.

Costs:

Expected Funding Source: Core Operational Costs

Estimated Total Cost: USD 500,000

Estimated Cost/Year: Year 2026: USD 250,000

Year 2027: USD 250,000

Activity Targets:

- Twenty-three (23) Tropical Timber Market Reports published annually in 2026 and 2027

Relevance:

- ITTA/ITTC: Articles 27, 28
- ITTO SAP: SP 2, 4, CS 4
- UNSPF: GFG 2, 6
- ITTO Programme Line: PL 1, 4

Responsible Body: Council

ACTIVITY 19: Terms of Reference

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 bi-monthly *Tropical Timber Market Report* (TTMR) compiled from reviewed and edited input from correspondents. The report contains trade news and price data for about 500 tropical timber products as well as relevant market news. The TTMR is disseminated by email to around 20,000 subscribers and is made available on ITTO's homepage.

II. Description

The Market Information Service serves to broaden awareness of and disseminate information on the state of the international tropical timber market. It is undertaken by a consultant who is responsible for reviewing, editing and compiling the *TTMR* 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	USD 250,000
	Coordination	<u>USD 250,000</u>
	Total:	USD 500,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP2 - Economies and tropical timber trade (Targets 7, 10)
- SP4 - Statistics and information (Targets 32, 33)
- CS4 - Promote gender equality and the empowerment of women (Target 37)

Group 5: Analytical, statistical and other recurring work

Activity 20: Enhancement of statistical work and databases on statistics

Implementation Approach:

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 (IWG) on Forest Statistics and the Joint Forest Sector Questionnaire (JFSQ) process. In 2024, the IWG was held in Geneva at the UN headquarters and in 2025, the IWG was held at FAO in Rome. In 2026, it will be held in Eurostat in Luxembourg. The IWG is critical to add products definitions and update the JFSQ.

Some funds of this core activity are also used to finance some market and technical reports. In 2024, some funds of this activity were used to finance the Technical Series 52 (tropical timber Trends https://www.itto.int/direct/topics/topics_pdf_download/topics_id=7995&no=1&disp=inline) and the Tropical Veneer and Plywood: Description, Properties and Conversion Factors study (https://www.itto.int/direct/topics/topics_pdf_download/topics_id=8261&no=3&disp=inline).

Costs:

Expected Funding Source: Core Operational Costs

Estimated Total Cost: USD 40,000

Estimated Cost/Year: Year 2026: USD 20,000

Year 2027: USD 20,000

Activity Targets:

- Participation in two meetings of the Intersecretariat Working Group
- Updating and refinement of JFSQ
- Funding of market and technical studies

Relevance:

- ITTA/ITTC: Articles 27, 28
- ITTO SAP: SP 4, CS 1
- UNSPF: GFG 6
- ITTO Programme Line: PL 1

Responsible Body: CEM/CFI

ACTIVITY 20: Terms of Reference**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 in international conferences on forest wood products statistics; and
- Funding market and technical analyses to strengthen the statistical reporting.

III. Expected outputs

- JFSQ process and the accuracy of international statistical data on tropical timber production and trade improved and enhanced.

IV. Target countries

ITTO member countries

V. Duration & timing 24 months

VI. Budget	IWG participation	USD 20,000
	Participation to statistical conference	USD 10,000
	Data subscription	USD 5,000
	Market and technical analyses	<u>USD 5,000</u>
	Total:	USD 40,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP4 – Statistics and information (Targets 19, 21)
- CS1 – Capacity building in member countries (Target 22)

Group 5: Analytical, statistical and other recurring work

Activity 21: Biennial review and assessment of the world timber situation

Implementation Approach:

Regular work. Preparation of the *Draft Elements for the Biennial Review and Assessment of the World Timber Situation 2025-2026* to be presented to the Council in 2026 and for the publication of the *Biennial Review and Assessment of the World Timber Situation 2025-2026* in 2027.

Costs:

Expected Funding Source: Core Operational Costs

Estimated Total Cost: USD 120,000

Estimated Cost/Year: Year 2026: USD 60,000

Year 2027: USD 60,000

Activity Targets:

- Draft elements of the 2025-26 Review considered at the 62nd Session of the Council in 2026
- Biennial review and assessment 2025-26 published in 2027

Relevance:

- ITTA/ITTC: Articles 27, 28
- ITTO SAP: SP 4, CS 1
- UNSPF: GFG 6
- ITTO Programme Line: PL 1

Responsible Body: Council

ACTIVITY 21: Terms of Reference**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 have 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 are usually presented during the first year of the biennium during the Council Session. This allows members to share their comments on the data and analysis presented. The review is then published during the second year of the biennium.

III. Expected outputs

- Draft elements of the Biennial Review and Assessment of the World Timber Situation 2025-2026 considered during the 62nd Session of the ITTC in 2026; and
- Biennial Review and Assessment of the World Timber Situation 2025-2026 published in 2027.

IV. Target countries

ITTO member countries

V. Duration & timing 24 months

VI. Budget	Consultant	USD 50,000
	Translation	USD 20,000
	Country studies	USD 20,000
	Design	USD 10,000
	Printing	USD 10,000
	Shipping	USD 5,000
	Miscellaneous	<u>USD 5,000</u>
	Total:	USD120,000

Relevant SAP 2022 – 2026 Strategic Priorities (SP), Crosscutting Strategies (CS) and Targets:

- SP4 – Statistics and information (Target 19)
- CS1 – Capacity building in member countries (Target 23)

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

Activity	Implementation Approach	Activity Targets	Body
22. Consider the progress in the implementation of the ITTO Biennial Work Programme for 2026-2027. [ITTA, 2006, Article 24] [Decisions 7(XXV), 2(XXXI), 9(XXXIV)]	Regular Sessions' work	Progress reviewed at the Sixty-second and Sixty-third Sessions of the Council in 2026 and 2027	Council
23. Consider the Draft ITTO Biennial Work Programme for 2028-2029. [Decisions 7(XXV), 2(XXXI), 9(XXXIV)]	Regular Sessions' work	Draft ITTO Biennial Work Programme for 2028-2029 considered at the Sixty-third Session of the Council in 2027	Council
24. 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] [Decision 4(XXX)]	Regular Sessions' work	The Panel established under Decision 4(XXX) met at the Sixty-second and Sixty-third Sessions of the Council in 2026 and 2027 to advise Council on eligibility of activities or projects for funding under Sub-Account B.	Council
25. 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] [Decision 4(XXX)]	Regular Sessions' work	Decisions taken on allocations of unearmarked funds at the Sixty-second and Sixty-third Sessions of the Council in 2026 and 2027	Council
26. 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 Sixty-second and Sixty-third Sessions of the Council in 2026 and 2027	Council
27. Consider progress in the implementation, monitoring and evaluation of the programmatic approach and the four programme lines. [Decision 8(LV)]	Update by the Secretariat	Progress Report considered at the Sixty-second and Sixty-third Sessions of the Council in 2026 and 2027	Council
28. 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)] [Decisions 9(XLIV), 10(XLIV)]	Regular Sessions' work	Progress (if any) considered at the Sixty-second and Sixty-third Sessions of the Council in 2026 and 2027	Council
29. Consider the reports of the Informal Advisory Group (IAG). [Decisions 3(XXII), 5(XXVI)]	Regular Sessions' work	Report of the Forty-second and Forty-third Meetings of the IAG considered at the Sixty-second and Sixty-third Sessions of the Council in 2026 and 2027	Council

Activity	Implementation Approach	Activity Targets	Body
30. Review the results of relevant project and policy work of the Committees. [ITTA, 2006, Articles 24, 26]	Regular Sessions' work	Reports of the Committees presented at the Sixty-second and Sixty-third Sessions of the Council in 2026 and 2027	Council
31. Approve selected projects for ex-post evaluation following procedures outlined in ITTC Decision 3(XXVIII). [Decision 3(XXVIII)]	Regular Sessions' work	Projects selected for ex-post evaluation approved at the Sixty-second and Sixty-third Sessions of the Council in 2026 and 2027	Council
32. Consider and, if appropriate, take action to disseminate information on project findings and results. [ITTA, 2006, Article 26]	Regular Sessions' work	Dissemination considered at the Sixty-second and Sixty-third Sessions of the Council in 2026 and 2027	Council
33. Consider the reports of mid-term and ex-post evaluations on on-going and completed projects. [ITTA, 2006, Articles 24, 26]	Regular Sessions' work	Reports considered at the Sixty-second and Sixty-third Sessions of the Council in 2026 and 2027	Joint Committees
34. Review the independent audited statements for the 2025 and 2026 financial years and make recommendations to the Council for their approval. [ITTA, 2006, Article 23]	Regular Sessions' work	Reports of independent auditors disseminated to members and summaries published in ITTO Annual Reports in 2026 and 2027	CFA
35. Examine and make recommendations to Council, regarding the approval of the Organization's administrative budget proposal for the 2028-2029 biennium. [ITTA, 2006, Article 19(4)]	Regular Sessions' work	Budget proposal for the 2028-2029 biennium will be included in the Forty-first CFA Report to be presented at the Sixty-third Session of the Council in 2027	CFA
36. 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 19(5)]	Regular Sessions' work	Report of the independent auditors for the financial years 2025 and 2026 presented at the Sixty-second and Sixty-third Sessions of the Council in 2026 and 2027. Meetings of the investment oversight panel held as needed	CFA
37. 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 24(3)]	Regular Sessions' work	Review conducted and recommendations made as needed	CFA