



ITTO

**INTERNATIONAL TROPICAL
TIMBER COUNCIL**

**COMMITTEE ON
FOREST INDUSTRY**

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REPORT TO THE INTERNATIONAL TROPICAL TIMBER COUNCIL

**TWENTY-FIFTH SESSION OF THE COMMITTEE ON
FOREST INDUSTRY**

Table of Contents

Report	
Appendix I	Technical Evaluation of Project Proposals
Appendix II	Pre-Project Study on Increasing Utilization Efficiency and the Reduction of Losses and Waste Throughout the Production Chain
Appendix III	Pre-Project Study on the Review of the Status of Further Processing of Tropical Timber in Producing Countries
Appendix IV	Forest Industry Work Program for 2000
Appendix V	List of Approved Fellowships

APPENDIX II

Pre-Project Study

Increasing Utilization Efficiency and the Reduction of Losses and Waste Throughout the Production Chain

1. Introduction

The Committee decided to implement a pre-project study to support the development of draft guidelines on increasing utilization efficiency and the reduction of losses and waste throughout the tropical timber production chain. The following terms of reference describe the initial work phase of the study.

2. Terms of Reference

The draft terms of reference outlined below are for consultancy work for the execution of the review, survey and assessment of information and data to assist the Committee to further consider the preparation of draft guidelines.

- (i) Carry out a comprehensive review of previous work related to guidelines on increasing timber utilization efficiency and the reduction of losses and waste with a focus on saw milling and plywood manufacturing processes and products.
- (ii) To undertake a survey to determine conversion efficiency in a representative sample of producers' tropical timber-based export saw milling and veneer/plywood industries.
- (iii) Analyze producers' efficiency vis-à-vis efficiency in countries which are more advanced in log conversion and in utilization of main products and waste.
- (iv) Compile and assess information and data on policies, measures and technologies which contribute to increase utilization efficiency and to reduce losses and waste throughout the production chain.
- (v) Prepare and present to the Forest Industry Committee a technical document reporting on the work carried out under items (i) through (iv) above. The report shall also evaluate options and provide suggestions and recommendations on the methodology to be utilized to prepare and finalize the guidelines.

3. Duration

The expected duration of the pre-project is six months. The consultant shall conduct the study and finalize the report in time for consideration by the Committee at its Twenty-seventh Session.

4. Budget

Budget Components		Total
10.	Project Personnel	
16.	International Consultants (6 man/months)	72,000
19.	Component Total	72,000
30.	Duty Travel	
31.	Daily Subsistence Allowance	6,000
32.	International Travel (to Yokohama and selected member countries)	15,000
39.	Component Total	21,000
60.	Miscellaneous	
64.	Translation	7,000
69.	Component Total	7,000
SUBTOTAL		100,000
80.	ITTO Monitoring, Evaluation and Administration	
83.	Programme Support Costs (10.5%)	10,500
89.	Component Total	10,500
100.	GRAND TOTAL	110,500