



## Project Brief

The Upper Baram Forest Area over an area of 283,500 hectares in Sarawak, Malaysia is one of the last remaining tropical rainforests in the world, with a high level of biodiversity and rich forest resources for both the local communities and the wider world, providing a range of important ecosystem services and resources. However, the Upper Baram, Sarawak is known to be prone to several natural disasters, including floods, landslides, and forest fires. Floods are a common occurrence during the rainy season, which typically lasts from October to March. In May 2021, incessant and heavy rainfall caused flooding in the upper Baram district, resulting in road closures and evacuations of residents from affected longhouses and villages. Landslides are also a concern in the hilly terrain of the region, particularly during the rainy season. In 2019, a landslide in the upper Baram forest area caused the closure of the Baram Highway, which connects the area to the rest of Sarawak. Forest fires are another natural disaster that can occur in the region, particularly during the dry season. In 2019, several forest fires were reported in the upper Baram forest area, leading to air pollution and health concerns for local residents.

Therefore, this project proposal aims to promote community empowerment in forest management and forest landscape restoration within the Upper Baram Forest Area, in order to establish sustainable livelihoods and resilient communities that can help reduce the vulnerability of villages to natural disasters. By promoting sustainable forest management practices and diversifying livelihoods, villages can adapt to changing conditions and become less reliant on limited income sources. The project's development objective is to contribute to the sustainable management of Upper Baram Forests for resilient local communities and ecosystems.

Specifically, the project seeks to empower local communities in forest management and landscape restoration, thereby promoting sustainable livelihoods. To achieve these objectives, the project will focus on two main outputs namely i) empowering and training local communities in sustainable forest management and community-based ecotourism, and ii) enhancing collaborative forest landscape restoration (FLR) through local community participation and supportive policy development.

The project's primary beneficiaries are the local communities that live in the Upper Baram Forest Area. The target indigenous groups include 18 Penan villages, 8 Kenyah, 1 Kelabit and 1 Saban in many scattered and isolated communities. In the implementation of the project, the Executing Agency, Forest Department Sarawak will work closely with its partners and all stakeholders in a participatory and collaborative manner. The key strategy is to harness synergies with the community development programmes of the Forest Department Sarawak and other on-going initiatives in the Upper Baram Forest Area. In particular, the project supports the implementation of ITTO project “

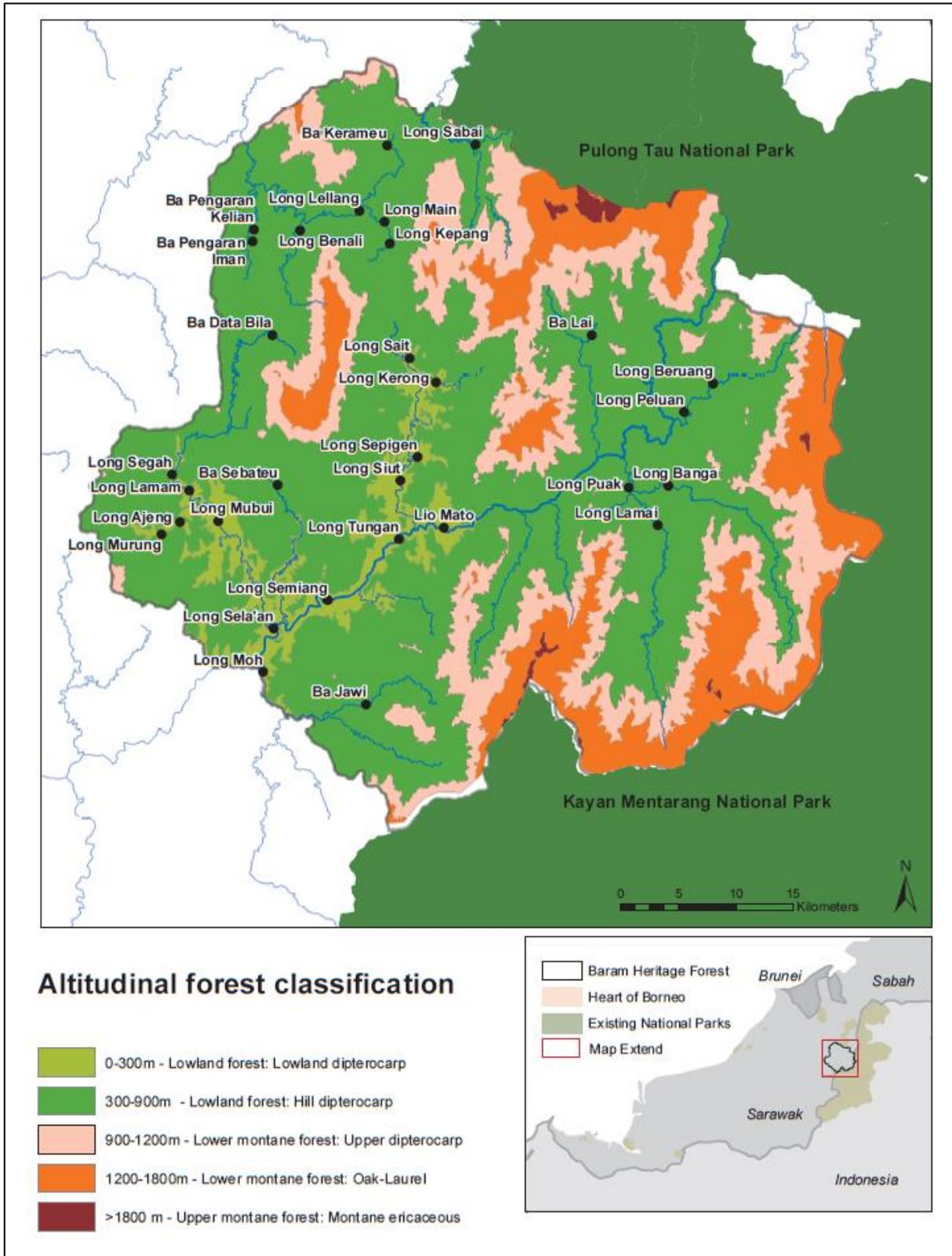
The total amount of project budget proposed is US\$ 258,000 comprising of ITTO contribution and US\$ 221,500 of GoS contribution (in kind).

## Table of Contents

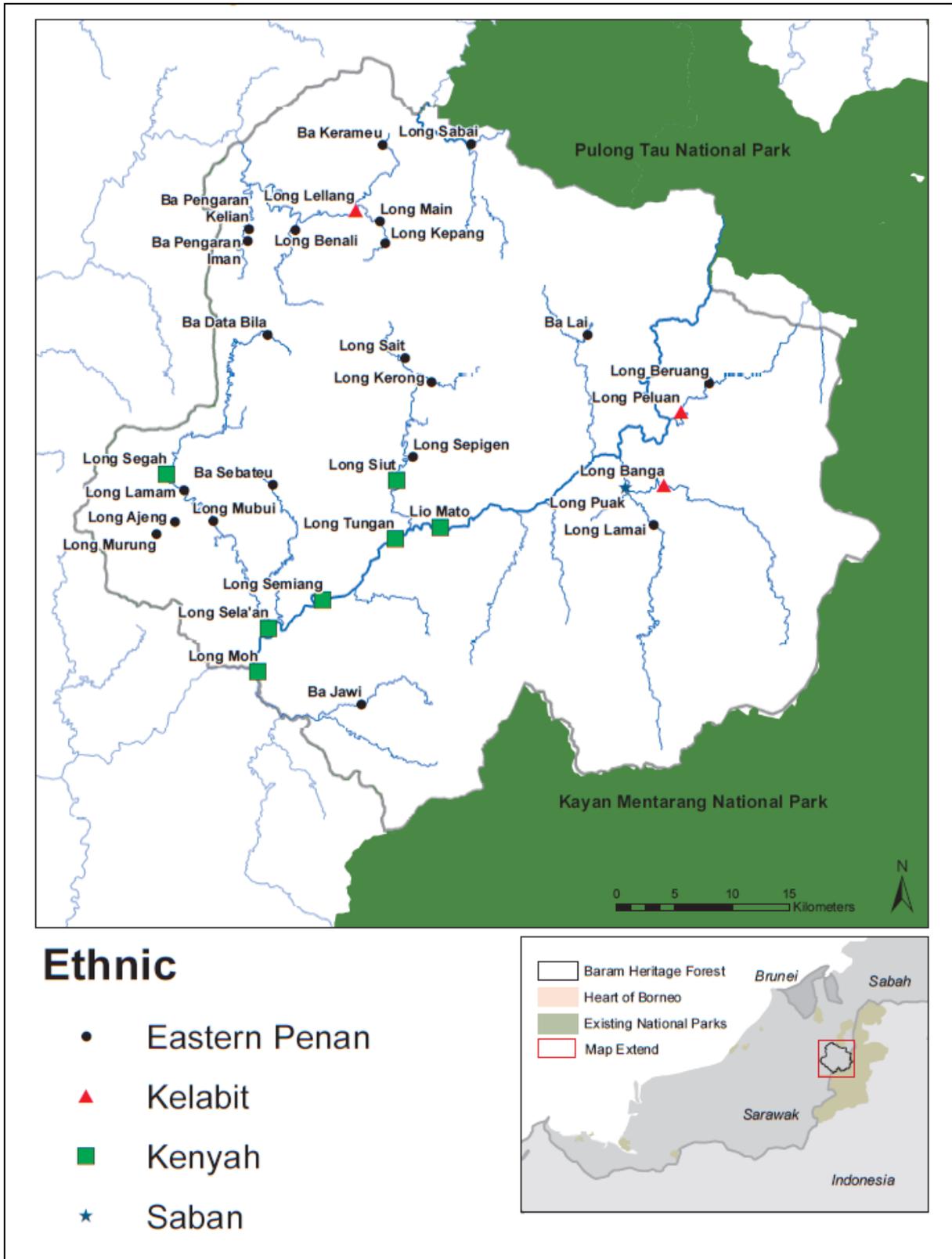
Project Brief .....	ii
Table of Contents .....	ii
List of Abbreviations and Acronyms .....	iv
1.1 Origin .....	7
1.2 Relevance .....	7
1.2.1 Conformity with ITTO's Objectives and Priorities .....	7
1.2.2 Relevance to Malaysia's Policies .....	9
1.3 Target Area .....	10
1.3.1 Geographic location .....	10
1.3.2 Socio-cultural, economic and environmental aspects .....	10
1.4 Expected Outcomes at Project Completion .....	11
PART 2. PROJECT RATIONALE AND OBJECTIVES .....	12
2.1 Rationale .....	12
2.1.1 Institutional setup and organizational issues .....	12
2.1.2 Stakeholder analysis .....	12
2.1.3 Problem Analysis .....	14
2.1.4 Logical Framework Matrix .....	17
2.2 Objectives .....	19
2.2.1 Development Objective and Impact Indicators .....	19
2.2.2 Specific Objective and Outcome Indicators .....	19
3.1 Outputs and Activities .....	20
3.1.1 Outputs .....	20
3.1.2 Activities .....	20
3.2 Implementation Approaches and Methods .....	20
3.3. Work Plan .....	22
3.4 Budget .....	23
3.4.1 Master Budget Schedule .....	23
3.4.2 Yearly Consolidated Budget .....	25
3.4.3 ITTO Yearly Budget .....	27
3.4.4 Executing Agency Yearly Budget (GoM) .....	28
3.5 Assumptions, Risks and Sustainability .....	29
3.5.1 Assumptions and Risks .....	29
3.5.2 Sustainability .....	30
PART 4. IMPLEMENTATION ARRANGEMENTS .....	30
4.1 Organization Structure and Stakeholder Involvement Mechanism .....	30
4.1.1 Executing agency and partners .....	30
4.1.2 Project management team .....	30
4.1.3 Project steering committee (PSC) .....	31
4.1.4 Stakeholder involvement mechanism .....	31
4.2 Reporting, Review, Monitoring and Evaluation .....	31
4.3 Dissemination and Mainstreaming of Project Learning .....	31
4.3.1 Dissemination .....	31
4.3.2 Mainstreaming .....	32
REFERENCES .....	32
ANNEX 1. PROFILES OF THE EXECUTING AGENCY .....	33
ANNEX 2. PROJECT ORGANIZATIONAL STRUCTURE .....	33
ANNEX 3. TASKS AND RESPONSIBILITIES OF KEY PERSONNEL PROVIDED BY THE EXECUTING AGENCY .....	34

### List of Abbreviations and Acronyms

BMF	:	Bruno Manser Fund
C&I	:	Criteria and Indicators
CF (prop)	:	Communal Forests (proposed)
EA	:	Executing Agency
EIA	:	Environmental impact assessment
FDS	:	Forest Department Sarawak
HoB	:	Heart of Borneo
IMP	:	Integrated Management Plan
FMU	:	Forest management unit
FMC	:	Forest management certification
ITTA	:	International Tropical Timber Agreement
ITTO	:	International Tropical Timber Organization
IUCN	:	International Union for the Conservation of Nature
KMNP	:	Kayan Mentarang National Park
MPI	:	Ministry of Primary Industries
MUDeNR	:	Ministry of Urban Development and Natural Resources
NCR	:	Native Customary Right
NGO	:	Non-governmental Organization
NTFP	:	Non-Timber Forest Products
PC	:	Project Coordinator
PFE	:	Permanent forest estate
PL	:	Project Leader
PMU	:	Project Management Unit
PTNP	:	Pulong Tau National Park
PSC	:	Project Steering Committee
RECODA	:	Regional Corridor Development Authority
RIL	:	Reduced impact logging
RTP	:	Rural Transformation Programme
SCORE	:	Sarawak Corridor of Renewable Energy
SFD	:	Social Forestry Division of FDS
TBCA	:	Transboundary Biodiversity Conservation Area
TOR	:	Terms of Reference
UBFA	:	Upper Baram Forest Area
YPO	:	Yearly Plan of Operation



**Map 1: Forest types and local settlements along rivers in project site**



Map 2: UBFA showing distribution of ethnic groups

## PART 1. CONTEXT

### 1.1 Origin

This project originated from the Upper Baram Forest Area (UBFA) project, which received approval during the 54th Session of the International Tropical Timber Council. The UBFA project was initially planned for a duration of three years with a total budget of US\$ 814,128 from ITTO. However, due to a funding shortfall, the project was modified to last for two years with restructuring of some of its activities. The project is expected to start its activities with a total available financing of US\$ 556,083. To complement this initiative, the Japan government generously made the decision to contribute US\$ 250,000 to implement activity-based projects focused on community-based forest management infrastructure assistance and landscape restoration in the UBFA area. These projects will directly benefit local communities and enhance their well-being.

There are 30 villages within the UBFA geographically scattered across the 283,500 ha of project area consist of 18 penan villages, 8 Kenyah, 1 kelabit and 1 Saban. Many are without proper road access and basic facilities and still depending on forest resources for their subsistence needs and source of income. Of the total 283,500 ha in the UBFA, 65,000 ha is agricultural land and settlements, 139,000 ha under five timber licenses of which 79,000 ha are primary forest (within timber licenses). The 79,000 ha of primary mixed dipterocarp forest block is the largest of such remaining forest in Sarawak of which the penan has protect all this time from any logging activities. It is also serving as the core zone of UBFA. The logging activities has always been the main source of conflict between the timber companies and local communities.

The key problems that concern the local communities are (i) uncertainties of land tenure over native customary right (NCR) lands, (ii) long standing land disputes, (iii) impacts of logging on environment and forest, (iv) lack of benefits and transparency from the timber company , (v) lack of opportunities for sustainable development and alternative income, and (vi) lack of capacity building and skills to engage in new sustainable economic activities. Empowering the communities is essential to build capacity through training and active participation, since they are the principal target groups and beneficiaries.

This community-initiated integrated management concept is consistent with the present government's policy and aspirations to strengthen governance on environmental protection and biodiversity conservation, and sustainable development and livelihood improvement under the rural transformation programme (RTP), which has the support of the current Premier of Sarawak Datuk Sri (Dr.) Haji Abang Zohari bin Tun Abang Haji Openg since taking office in 2017.

This proposed project will lend support to the empowerment of local communities in forest management and landscape restoration and contribute towards sustainable forest management which include logistic functions to support project implementation, environmental education, eco-tourism, training and basic infrastructure development to improve their livelihoods.

### 1.2 Relevance

#### 1.2.1 Conformity with ITTO's Objectives and Priorities

##### a. ITTA 2006

The proposed project's concern on environmental protection, land tenure, rural community livelihood and sustainable development is consistent with the International Tropical Timber Agreement 2006 in the following context:

- Article 1 (c): contributing to sustainable development and to poverty alleviation.

The project will introduce sustainable livelihood strategies through training to build capacity to enhance skills in implementation and employment, leading to food security and regular incomes. Conservation will be assured when dependence on the forest is reduced.

- Article 1(n): strengthening the capacity of members to improve forest law enforcement and governance and address illegal logging and related trade in tropical timber.

The project will empower local communities through multi-stakeholders consultation framework to resolve seek government support to resolve conflict.

- Article 1 (r): encouraging members to recognize the role of forest-dependent indigenous and local communities in achieving sustainable forest management and develop strategies to enhance the capacity of these communities to sustainably manage tropical timber producing forests.

This proposed project will support recognition of community right to use of forests, seek to resolve land use conflicts and provide opportunities for sustainable utilization and livelihood improvement through a platform for effective communication and cooperation between government, local communities and other relevant stakeholders.

**b. ITTO Strategic Action Plan 2013-2018**

The proposed project's objectives on environmental and cultural conservation, socio-economic development and enhancing community livelihood conform to ITTO's Strategic Priority 3 "enhance the conservation and sustainable use of biodiversity in tropical timber organization producing forests" and Strategic Priority 4 "reduce tropical deforestation and forest degradation and enhance the provision of environmental services".

The project's strategy on integrated multi-stakeholder engagement to strengthen institutional capacities in management and sustainable utilization is consistent with ITTO's Strategic Priority 1 "promote good governance and enabling policy frameworks for strengthening SFM and related trade and enhancing SFM financing and investment". By improving forest governance and land use practices with community involvement in planning, consultation and implementation, the project is also consistent with ITTO's Strategic Priority 2 "increase the contribution of tropical forests to national and local economies".

**c. ITTO/IUCN Guidelines for the Conservation and Sustainable Use of Biodiversity in Tropical Timber Production Forests**

In the project area, 139,000 ha (49%) are occupied by timber production forest under five timber licenses. The ITTO/IUCN guidelines define the principles, guidelines and priority actions for the conservation and sustainable use of biodiversity in tropical timber production forests. Some of the principles, guidelines and priority actions defined in the guidelines may also be applicable to biodiversity conservation and SFM in the UBFA which include:

- Principle 3: Political commitment, policies and laws  
Strong commitment from decision-makers and adequate national policies, laws and regulations are needed to ensure that forest management addresses biodiversity issues within forest management units as well as at the landscape and national levels.
- Principle 9: Biodiversity considerations at the forest management unit level  
An effective forest management planning process, in which economic, social and environmental objectives are balanced in accordance with societal needs and priorities, is essential for setting and achieving biodiversity conservation and sustainable use goals.

**d. Joint ITTO-CBD Collaborative Initiative for Tropical Forest Biodiversity**

The proposed project is generally consistent with the objectives of the Joint ITTO-CBD Initiative with objectives nos. 2, 3, and 4:

- Conservation and sustainable management (Objective 2).
- Safeguarding forest biodiversity in logged-over forest and secondary forest through enrichment planting and intensified monitoring (Objective 3).
- Improving welfare of local communities and awareness on nature conservation and sustainable development (Objective 4).

These will be adequately addressed through the various outputs and activities.

Furthermore, the project will align with other ITTO policy guidelines including the following:

- Guidelines for forest landscape restoration in the tropics (2020)
- Environmental and Social Management Guidelines (2020)
- Gender equality and empowering women (2018)
- Voluntary guidelines for the sustainable management of natural tropical forests (2015)

## 1.2.2 Relevance to Malaysia's Policies

The project proposal conforms to Malaysia's National Policy (revised 1993) to conserve and manage the nation's forest based on the principle of SFM, to protect the environment as well as to conserve biodiversity and genetic resources, and to enhance research and education.

For Sarawak, the project is especially relevant to the following:

### 1) Sarawak's Statement of Forest Policy (2019)

The Sarawak Forest Policy is an official statement of the State Government on forestry and related issues for the needs of managing forest and marine in Sarawak, which consists of:

1. Provision of sufficient forest area and marine ecosystems for the benefit of the present and future generations of Sarawak to:
  - i. Ensure sound environment and climate of the State; safeguarding of soil fertility, and continuous supplies of water for domestic and industrial use, irrigation and general agricultural purposes; and prevention of damage by flooding and erosion to rivers and to agricultural land;
  - ii. Supply in perpetuity all forest resources for the benefit of economy, agriculture, inland fisheries, domestic and other industries; and
  - iii. Maintain and preserve the marine ecosystem for the benefit of economy, fisheries, domestic and industries related to forestry.
2. Management of Permanent Forest Estate (PFE) for the benefit of economy, social and environment in accordance with the principles of Sustainable Forest Management (SFM).
3. Emphasis on good management of forest areas within the state land and alienated land.
4. Sustainable production of forest resources for the needs of domestic and export markets.

In Sarawak all lands are government owned. Sustainable development goals (SDGs) are indicated in the current land use policy under which five million ha of forest are Permanent Forest Estate (PFE) for sustainable timber harvesting to generate revenue and provide employment, one million ha as licensed planted forests to be planted with fast-growing trees, one million ha as Totally Protected Areas comprising national parks, wildlife sanctuaries and nature reserves, four million ha for agriculture including oil palm, and the remaining 1.4 million ha for miscellaneous development. Lands for forestry may be State land or forest reserves and protected forests, whereas agriculture lands are in State land.

Land use affects more than 5,000 scattered rural settlements/villages. Rural communities are largely engaged in subsistence agriculture while also living off the forests. Beside shifting agriculture and fishing and hunting in the forest, many farmers also plant rubber, pepper and oil palm. The government's overall SDG is to eradicate poverty through rural transformation programme (RTP), by providing modern economic activities with integrated farming and upgraded amenities. RTP will also deal with land tenure issues, and many native customary right (NCR) lands are being surveyed for titles to be issued. NCR lands in State land are recognized by government only if they were cleared and cultivated before 1958.

Women play crucial roles in rural society but are normally excluded from decision making in regard to important matters such as land ownership and land use policy. With ITTO Guidelines on Gender Equality and Empowering Women (GEEW), it is intended to introduce gender integration in this project to empower women in land use and development planning and resource management to achieve gender equality as stated in SDG 5.

### 2) Rural Transformation Programme

This government programme is designed to ensure balance in socio-economic development between the urban and rural populations of Sarawak. The programme is linked to several key agencies such as Sarawak Corridor for Renewable Energy (SCORE) and Regional Corridor Development Authority (RECODA) and is relevant to a recent study to develop a Regional Integrated Highland Development Master Plan (RIHD-MP) for the Upper Baram. This proposed UBFA project will lend support to the RTP, as a model for replication.

### **3) Forest Ordinance (2015)**

This Ordinance was in force in June 2015 repealing the old Forest Ordinance, 1958 Ed. serves to provide for the protection and management of forests and to regulate the taking of forest produce in Sarawak. This law also regulates on logging activities to safeguard continuous timber production

### **4) National Parks and Nature Reserves Ordinance (1998) and Wildlife Protection Ordinance (1998)**

These two Ordinances were introduced in 1958 and revised in 1998, and together serve to establish national parks and nature reserves and wildlife sanctuaries as Totally Protected Areas (TPAs) for conservation of a full range of forests and habitats for biodiversity.

### **5) Transboundary Biodiversity Conservation Area**

Sarawak and Indonesia have been active partners in transboundary cooperation since 1994. The UBFA project is located adjacent to TBCA between Pulong Tau N.P. and Kayan Mentarang N.P. and provides an opportunity to extend the TBCA domain for biodiversity conservation. The core area in UBFA is outside of PTNP and falls within timber licenses. With government decision it can become an extended area of PTNP for biodiversity conservation. The proposed project aims to recommend to Sarawak Government to secure UBFA as multi-purpose biodiversity corridor linking PTNP and the TBCA.

### **6) Heart of Borneo (HoB) Initiative**

The UBFA falls within Sarawak's HoB which was extended in 2018 by 560,000 ha to 2.69 million ha. The project is in line with the HoB Declaration signed by the three member countries in Bali on 12.2.2007: "With one conservation vision and with a view to promote people's welfare, we will cooperate in ensuring the effective management of forest resources and conservation of a network of protected areas, productive forests and other sustainable uses.

## **1.3 Target Area**

### **1.3.1 Geographic location**

UBFA is located in the Upper Baram in northern Sarawak and contains a diverse range of inland forest ecosystems from lowland to hill and montane forests at 300 m to 1,800 m a.s.l. The Baram River is the largest river in Miri Division and is the lifeline of several hundred thousand people living in numerous towns and villages along the banks. It runs in the NE-SW direction and divides the Study Area into 2/3rd in the north-west and 1/3rd in the south-east. Its eastern boundary joins the TBCA of Pulong Tau National Park in Sarawak and Kayan Mentarang N.P. in East Kalimantan in Indonesia. With the UBFA, the last remaining block of primary rain forest of 79,000 ha in Sarawak can be secured.

### **1.3.2 Socio-cultural, economic and environmental aspects**

#### **a. Socio-cultural aspects**

The Kenyah villages are scattered along the Baram River, which has been silted and made shallow by erosion from logging for many years. The Penan live along the main tributary of Sg. Sela'an, a shallow fast-flowing river strewn with big rocks and pebble stones but can swell to several meters during a heavy rain and has remained unpolluted as it is not affected by logging. At low water, it is only navigable by small longboats each carrying two to three persons, powered by small engine modified from a water pump, with the propeller fixed at the end of long iron shaft for easy lifting out of the water to avoid hitting the rocky riverbed.

The Penan live in 18 villages, the Kenyah in eight villages, and the Kelabit and Saban in one village each (Map 1). Their settlement history dates back to many generations, and they still live a forest-dependent life and sustainably utilize forest resources based on traditional ecological knowledge since the times of their ancestors. The Penan call this sustainable practice 'molong'. Hunting and gathering are important activities, while many have started rice farming on suitable lands near villages, and planted fruit trees in village compounds. Due to lack of employment and for children's education, many have migrated to the towns. It is estimated that some 30% of the Penan have migrated but return to join their families and relatives during Christmas and other festive occasions. For those that remain, social lifestyle has undergone little change. Mass conversion to Christianity has resulted in many traditions, customs and beliefs being discarded, but rich folklore knowledge on uses of plants for healing and other purposes is still being retained and need to be documented.

## **b. Economic aspects**

The Kenyah and Kelabit have enjoyed better education opportunities, producing many graduates who have become government officers and teachers, and working in the private sector; while others have become businessmen. Penan children who have attended school rarely go beyond lower secondary level. Many who have lived and worked in the towns speak good English. All the communities are still actively engaged in subsistence farming, hunting and fishing, and selling the surplus for cash. The women make mats, baskets and bracelets of rattan for sale to occasional visitors. One of the reasons for the Penan initiating the PPP is to improve livelihood through sustainable utilization, but is constrained by lack of capacity and skills, and lack of opportunities for employment and help in learning new economic activities. Land contest and security of tenure is one of the key problems, which can only be resolved with government intervention.

## **c. Environmental aspects**

Forest ecosystems in the UBFA are classified as follows:

- i. 300 to 800 m – Mixed dipterocarp forest (MDF) dominates but 139,000 ha (49%) has been logged, except for 79,000 ha in the core area which represents the largest block of remaining primary forest of this type in Sarawak. Riparian forest and alluvial forest are confined to the rivers and alluvial plains respectively, and kerangas forest on podzolized sandy terraces, mostly unaffected by logging, although some have been cleared for settlements. Secondary forest up to 60 years old may be seen near some villages and are rich in timber and fruit trees. Riparian and alluvial vegetation occupy riverbanks and alluvial plains, while MDF dominates the hills and ridges.
- ii. 800 m to 1,200 m – Lower montane forest with pole-like appearance to 25 m tall. High humidity causes mosses to grow on the ground and trees. Important for conservation and water catchments;
- iii. Above 1,200 m to 1,800 m - Upper montane forest with stunted or pole-sized trees rarely exceeding 5 m and are covered in water dripping mosses. Important for conservation and water catchments.
- iv. Not much is known about the local fauna, but from studies in other areas with similar forest ecosystems, such as in the adjacent PTNP by ITTO, rich faunal diversity can be expected among the mammals, birds, reptiles and amphibians, and fish and insects. The Penan at Long Sait and Long Kerong have reported the presence of orangutan, which this project hopes to confirm.
- v. Several timber licenses are still valid, but logging is expected to slow down due to depleting timber resource and may be suspended pending mandatory forest management certification studies. Certified Forest Management Units (FMU) will more strictly conform to SFM regulations to reduce impact and maintain sustainability, including mandatory enrichment planting of degraded areas. This proposed project will initiate a process to secure the UBFA as the largest remaining block of rain forest in Sarawak for conservation, community use and sustainable economic development in line with government policy on rural transformation.

## **1.4 Expected Outcomes at Project Completion**

Upon completion, the project is expected to achieve several outcomes and make desired changes as follows:

- i. Platform for multi-stakeholder's consultation and communication established and functional. The forum will bring together stakeholders at the government, community and private sector levels stakeholders to communicate and enhance goodwill;
- ii. Local Community are empowered and trained in community forest management, landscape restoration and community-based ecotourism
- iii. Basic infrastructure improved to enhance the local communities' livelihood and well-being

## PART 2. PROJECT RATIONALE AND OBJECTIVES

### 2.1 Rationale

#### 2.1.1 Institutional setup and organizational issues

In Sarawak, all forests and lands are government-owned, except for titled lands. The forest and land issues in the UBFA are complex and involve conservation, community livelihood and sustainable development. Management planning through prior informed consent and consultation is recommended, with a government-led institutional setup fully supported by the communities and other relevant stakeholders. Project management planning will involve the following institutions:

- i. The Ministry of Plantation and Commodities (MPC), the Ministry of natural resources and urban development (MUDeNR). The MPC represents the Malaysian Government as a member of the ITTO. The MUDeNR oversees all matters and policies relating to forests; both will play important advisory roles to the project;
- ii. Forest Department Sarawak (FDS) comes under the MUDeNR and will be appointed as the Executing Agency (EA) to facilitate project planning, organization and implementation, both in kind and through direct involvement. FDS will appoint a Project Coordinator, a Chief Local Counterpart, and a team of local experts and technical support staff, mostly through its International Affairs Division (IAD). In consultation with ITTO, it will appoint a Project Leader and local consultants. The Director of Forests will act as the Chairman of the Project Steering Committee (PSC);
- iii. Resident and District Offices in Miri Division (where the project is located), representing the Sarawak Government in all matters relating to administration, economic development, and the people's welfares within the Division. They will also be involved as members of the PSC;
- iv. Lands and Surveys Department to help resolve land and ownership issues by carrying out perimeter surveys to demarcate boundaries, and issuing ownership titles where appropriate;
- v. Department of Agriculture to provide training and advice on agro-forestry, food crop cultivation and tagang fishery system;
- vi. Local communities with their respective village committees or represented by Keruan Organization for the Penan and Save Rivers for Kenyah, Kelabit and Saban. They have all been working closely with FDS since 2016 that led to the conception of this project proposal. BMF is also expected to play facilitating and supporting roles;

Institutional setup and organization issues will be complex and will require full understanding, support and cooperation between government-linked agencies and all four ethnic communities down to the village level, with the will to build trust and goodwill. FDS as the EA will apply lessons learned from past ITTO projects to streamline coordination and communication problems and obstacles that may arise.

#### 2.1.2 Stakeholder analysis

The key stakeholders and direct beneficiaries are the Penan, Kenyah, Kelabit and Saban communities, upon which success of the project will rest. These communities share a common vision to safeguard the forest for conservation and to meet their present and future needs, but differ in cultural background and history, which included tribal fights and head hunting in the past. These community groups have lived and roamed the forest for many generations, long before the onset of commercial logging. Five timber concessions now exist in the UBFA. To the local communities, logging is unsustainable and destructive, causing pollution and depriving them of use of many forest resources. Community lands are confined to NCR and patches of forest that have been preserved by respective settlements as a source of food, timber and other building materials. Interestingly, these lands are managed on a sustainable principle, by taking only what they need and leaving the rest for the future. Logging has encroached into forests that their ancestors used to roam, prompting the Penan and Kenyah to lodge strong protests. Women also take part in protest, but their roles are looking after the families, farming and gathering forest produce. They rarely take active part in decision making led by the headmen. Two local NGOs (Keruan Organization and Save Rivers) provide advice on matters relating to conservation, environmental protection, logging, land use and community welfare.

**Table 2.1: Summary of Stakeholder Analysis**

<b>Stakeholder</b>	<b>Characteristics</b>	<b>Problems/ needs/ interest</b>	<b>Potential</b>	<b>Involvement in the project</b>
<u>Primary stakeholders</u>				
i. Local Penan, Kenyah, Kelabit and Saban communities as direct beneficiaries	Reside inside UBFA, forest-dependent practicing hunting, fishing, forest produce collecting, hill paddy planting, and fruit crops and poultry farming; many have moved to live in the towns.	Settle land issues, safeguard forests, traditional cultures, knowledge and skills, lack basic water, power & health facilities, need new economic activities with training to improve income; against logging but need logging road for access.	Opportunities for sustainable livelihood, government support to address problems and needs.	As management co-partners, participate in project implementation and development of new economic activities,
ii. Forest Department Sarawak (FDS)	Custodians of forests and project's EA	Need community support to resolve forest and land use issues, and in law enforcement, promotes community based social forestry.	Project management, substantial contribution to basic infrastructures via social forestry programme	Finance project build basic facilities (water, power), undertake R&D, provide training in forest landscape restoration, SFM, FMC, Ecotourism and conflict resolution
iii. NGO (Keruan, Save Rivers, BMF)	Familiar with local conditions, community representatives.	Understand local problems and want to help, limited financial resources	Enhance community partnerships, maintain communication and goodwill, build trust, coordinate in project implementation	Advisory, coordinate and facilitate working committees and project activities,
iv. Timber Companies	Timber license holders, undertaking forest management certification (FMC).	Logging damage to forest and environment, community objection to logging, CSR.	Generate revenue and provide employment, support to project and conservation.	Provide camp facilities and funding, maintain roads, restoration under FMC, CSR.

Stakeholder	Characteristics	Problems/ needs/ interest	Potential	Involvement in the project
<u>Secondary stakeholders</u>				
i. Ministry of Natural Resources & Urban Development (MUDeNR)	Political support oversee all State forestry matters.	Enhance rural transformation and economic development, forest management certification, SFM	Support to project, funding, SFM and certification.	Policy, advisory, funding.
ii. Divisional Resident & District Offices	Has administrative mandate to execute government projects.	Large administrative area with many communities and problems to take care of.	Make available socio-economic database and information.	Advisory
<u>Tertiary stakeholder</u>				
i. Lands & Survey Dept	Survey land and land use planning has power to issue land titles.	Complex and sensitive land issues, tedious & expensive boundary surveys.	Resolve land disputes.	Advisory
ii. Dept of Agriculture	In charge of agriculture development and research.	Provide extension services to rural settlements.	Advisory, training, technical inputs.	Help implement selected project activities.

### 2.1.3 Problem Analysis

Upper Baram, Sarawak is home to several indigenous communities, including the Kayan, Kenyah, Penan, and Kelabit. These communities have traditionally relied on the forest for their livelihoods, with activities such as hunting, fishing, and gathering of non-timber forest products (NTFPs) playing an important role in their subsistence economy.

Within the communities, unsustainable land use is often due to many lands being under-utilized or left idle, either because of lack of market for products or shortage of labour due to urban migration. Farmers also lack opportunities and support for modern or stabilized agriculture. With modern agriculture or agro-forestry, women can be empowered to play active roles in planning and decision making - their knowledge of forest products and uses is invaluable.

Within the settlements and agriculture zone, local communities are faced with the problem of land disputes and ownerships. Furthermore, lands inherited from forefathers or claimed by individuals lack clearly marked boundaries and are subject to contest. These problems will pose immense challenges to the people's desire to advance to sustainable livelihood when new economic activities offer themselves. Overall, the communities in Upper Baram face a complex set of challenges and opportunities in managing their forests and livelihoods, with the need to balance traditional practices with economic development and environmental conservation.

The key problem that the project will address is, among others, limited capacity and resources for forest management. Many communities in upper Baram lack the knowledge, skills, and resources to manage their forests effectively, such as monitoring and enforcement mechanisms, technical expertise, and financial resources. There is often a lack of coordination and communication between all stakeholders for forest management, which can lead to slow progress of community-based forest management initiatives.

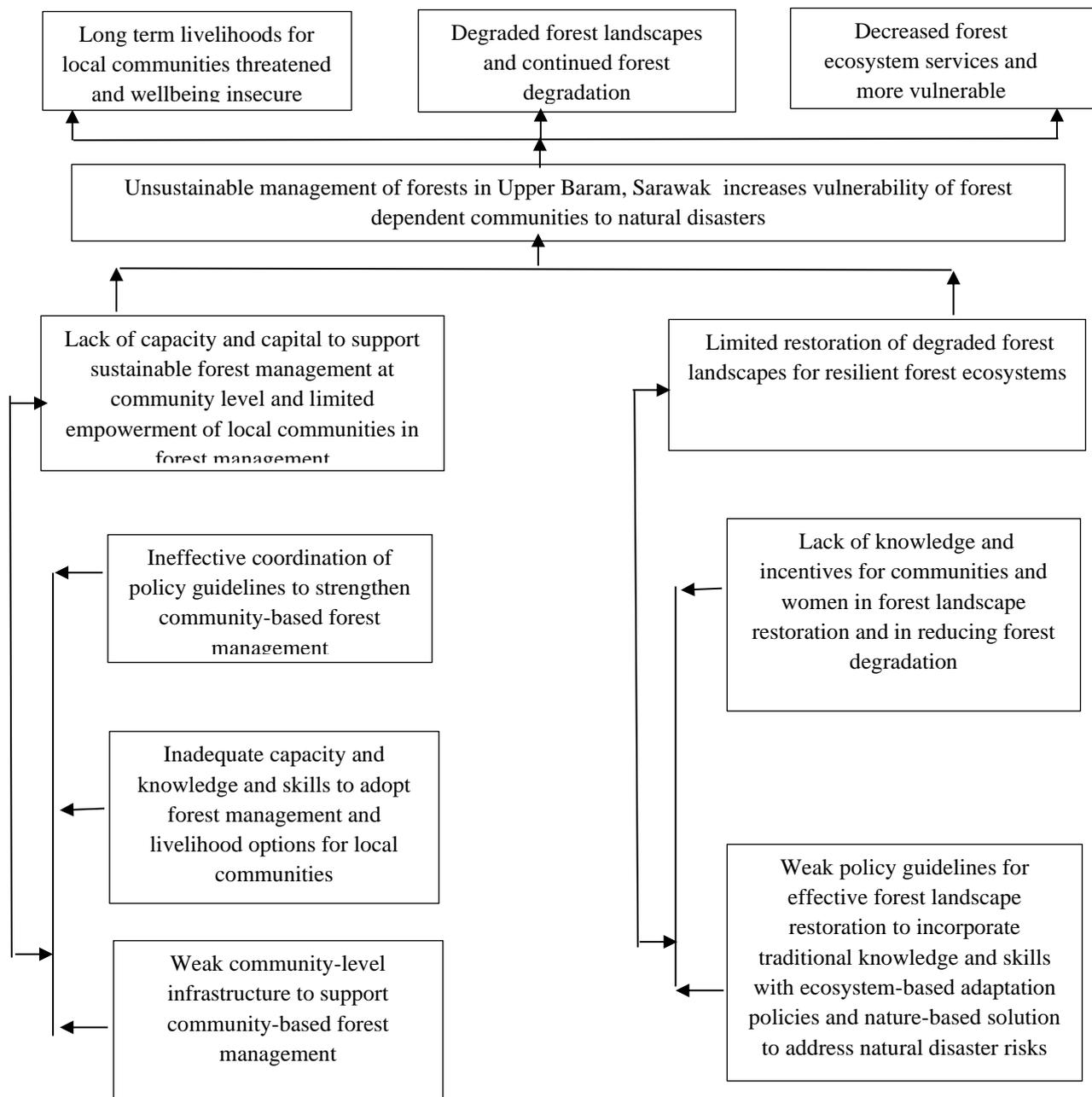
All stakeholders will work together to:

- a) Improve community-based forest management and restoration capacity.
- b) Assist basic infrastructure for community-based forest management practices;
- c) Enhance cooperation and coordination between all stakeholders with the involvement of target communities.

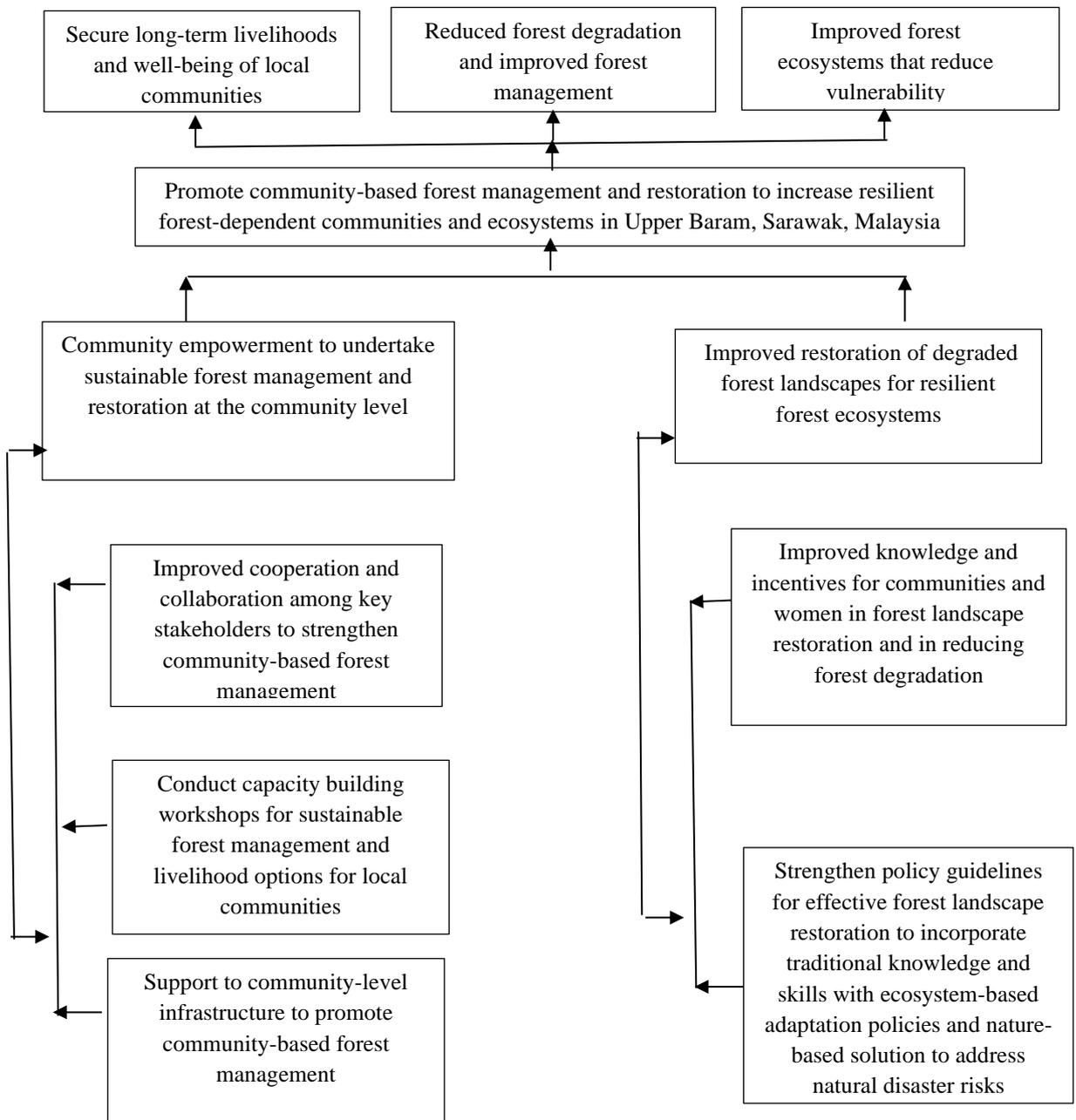
From the government point of view, resolving these problems will initiate an institutional process for better communication and transparency in forest management among the government, private sector and people as co-partners, with consultation and free prior informed consent.

The Problem Tree and Objective Tree are shown in Figures 1 and 2 respectively.

**Figure 1. Problem Tree**



**Figure 2. Objective tree**



## 2.1.4 Logical Framework Matrix

Table 2.2: The Logical Framework Matrix (LFM)

Strategy Intervention	Measurable indicators	Means of verification	Key assumptions
<p><b><u>Development objective:</u></b></p> <p>To contribute to the sustainable management of Upper Baram Forests for resilient local communities and ecosystems</p>	<p><b><u>After project completion:</u></b></p> <ul style="list-style-type: none"> <li>- Platform for multi-stakeholders consultation for each ethnic groups are established and functional in UBFA</li> <li>- Local communities has better understanding of Sustainable forest management, forest management certification and forest landscape restoration</li> <li>- Local communities are trained in community-based ecotourism and forest landscape restoration</li> <li>- At least 3 Local communities livelihood improved</li> </ul>	<p>Reports from the Forest Department Sarawak</p>	<ul style="list-style-type: none"> <li>- Government/political support</li> <li>- Local communities support and cooperation</li> <li>- Other Government agencies and timber licenses cooperation</li> <li>- Understanding and goodwill among local stakeholders</li> <li>- Strong leadership at all management levels</li> </ul>
<p><b><u>Specific objective:</u></b></p> <p>To empower local communities in forest management and landscape restoration for sustainable livelihoods</p>	<p>After project completion:</p> <ul style="list-style-type: none"> <li>- Platform for local stakeholder consultation on UBFA established and functional</li> <li>- Local communities empowered in forest landscape restoration</li> <li>- Infrastructure assistance program implemented</li> </ul>	<p>Project progress and completion report</p> <p>Training course and awareness programme reports</p> <p>Monitoring and evaluation reports</p> <p>Reports from the Forest Department Sarawak</p>	<ul style="list-style-type: none"> <li>- Government commitment</li> <li>- Supportive local stakeholders and participants</li> <li>- Goodwill and understanding among local communities</li> <li>- Local communities and farmers ready to participate in new economic activities</li> <li>- Effective leadership at all levels</li> </ul>

<p><u>Output 1</u></p> <p><b>Local communities are empowered and trained in forest management and community-based ecotourism</b></p>	<ul style="list-style-type: none"> <li>- Conduct 4 community workshops and meetings for establishment of community representative and participatory learning appraisal assess their situation and identify most viable source of livelihoods</li> <li>- Conduct 1 training and 1 benchmarking visit to build the capacity of communities in forest management and community-based ecotourism</li> <li>- Upgrade community infrastructure for uplifting common facilities</li> </ul>	<p>Project progress and completion report</p> <p>Training course and awareness programme reports</p> <p>Reports from the Forest Department Sarawak</p>	<ul style="list-style-type: none"> <li>- Proactive community leaders and participants</li> <li>- Increased awareness on conservation and SFM</li> </ul>
<p><u>Output 2</u></p> <p><b>Collaborative forest landscape restoration (FLR) is enhanced through community participation and supportive policy development</b></p>	<ul style="list-style-type: none"> <li>- At least 1 FLR site established and 1 training in FLR conducted</li> <li>- At least 100 local communities trained in forest landscape restoration</li> <li>- Regional conference on FLR conducted</li> <li>- FLR awareness programmes conducted</li> </ul>	<p>Project progress and completion report</p> <p>Training course and awareness programme reports</p> <p>Report of the regional conference on FLR</p>	<ul style="list-style-type: none"> <li>- Government support</li> <li>- Cooperation and goodwill among involved parties</li> </ul>

## **2.2 Objectives**

### **2.2.1 Development Objective and Impact Indicators**

The project's development objective is to contribute to the sustainable management of Upper Baram Forests for resilient local communities and ecosystems. The socio-ecological productive landscapes of UBFA are extremely complex and involve extensive use of productive forest lands for commercial timber harvesting and meeting communities' social, cultural and economic needs. In this case, local community livelihoods are highly dependent on commercial forest remaining sustainable and productive to protect resources, soil fertility and water. Compared to commercial land, community land is limited and under-utilized and will remain so without outside help. The challenge facing the UBFA is for local stakeholders to ensure harmony with nature while driving changes in the socio-ecological landscapes. The government's recent policy on mandatory forest management certification and enrichment planting of degraded forest lands is a right step forward in ensuring that the landscapes remain productive and sustainable.

The expected impact indicators after project completion will be:

- Local communities are empowered in forest management and forest landscape restoration through multi-stakeholder's platform and active participation.

### **2.2.2 Specific Objective and Outcome Indicators**

The specific objective of the project is to empower local communities in forest management and landscape restoration for sustainable livelihoods in upper Baram, Sarawak

The expected outcome indicators after project completion will be:

- Platform for multi-stakeholder's consultation and communication established and functional. The forum will bring together stakeholders at the government, community and private sector levels stakeholders to communicate and enhance goodwill;
- Local Community are empowered and trained in community forest management, landscape restoration and community-based ecotourism
- Basic infrastructure improved to enhance the local communities' livelihood and forest management practices

## PART 3. DESCRIPTION OF PROJECT INTERVENTION

### 3.1 Outputs and Activities

Each output will incorporate hands-on training under the respective activities.

#### 3.1.1 Outputs

Two outputs to address the identified main problems are as follows:

- Output 1 : Local communities are empowered and trained in forest management and community-based ecotourism**
- Output 2 : Collaborative forest landscape restoration (FLR) is enhanced through supportive policy development**

#### 3.1.2 Activities

##### Output 1

##### **Activity 1.1. Establishment of coordination team to enhance executing agency operational capacity in overseeing and project execution.**

This activity is mainly to manage and facilitate the project team and programs implemented under the project

##### **Activity 1.2 Capacity building for local communities in forest management and community-based ecotourism**

This activity would include dialogues, meetings, training, and awareness program for the local communities of Upper Baram Forest Area to enhance their understanding in sustainable forest management, forest management certification, conflict resolution, and community-based ecotourism.

##### **Activity 1.3 Upgrade community infrastructure and facilities for uplifting common facilities**

This activity is to carry out minor infrastructure project, upgrading certain facilities and to acquire building materials based on local request and urgent needs. Through this project, the local communities would be tasked to form their evaluation team to select the priority projects with the guidance from the Executing Agency.

##### Output 2

##### **Activity 2.1. Establish 1 demonstration site for FLR focused on natural regeneration**

This activity would include basic training in Forest landscape restoration and establishment of model plots in selected areas within the upper baram forest area project.

##### **Activity 2.2 Organize Asia-Pacific regional workshop on FLR to promote resilient communities and forest landscapes**

This activity is to organize the Asia-Pacific regional workshop with the main objective, to identify and reinforce good practices of forest landscape restoration that deliver short, medium and long-term benefits to local communities, fulfilling international commitments on forests and help manage forests ensure healthy forest landscapes.

### 3.2 Implementation Approaches and Methods

The project makes full use of the existing experience and knowledge on community-based forest management practices and eco-tourism development opportunities as well as forest landscape restoration.

Rural communities living in remote areas are isolated and depend on outside help to make improvement to their lives. The project proposes participatory approach in implementation, through which planned activities shall be executed by stakeholders in close consultation, cooperation and collaboration. Emphasis will be to empower and encourage local participation including women to prepare them for new challenges of switching from traditional subsistence to modern sustainable economic activities.

Records will be kept on the gender aspect to monitor participation in the project events and training activities. A participator monitoring system will be established by the Executing Agency to monitor progress in the implementation of the project.

The outputs and activities have been defined to fully address the problems and issues that will lead to socio-economic development and community well-being.

### 3.3. Work Plan

**Table 3.1. Work plan for the entire project duration**

Output/Activity	Responsible party	Year 1			
		Q1	Q2	Q3	Q4
<b>Output 1</b> Activity 1.1. Establishment of coordination team to enhance executing agency operational capacity in overseeing and project execution	EA, PM				
Activity 1.2 Capacity building for local communities in forest management and community-based ecotourism	EA, PM				
Activity 1.3 Upgrade community infrastructure and facilities for uplifting common facilities	EA, PM				
<b>Output 2</b> Activity 2.1. Establish 1 demonstration site for FLR focused on natural regeneration	EA, PM				
Activity 2.2 Organize Asia-Pacific regional workshop on FLR to promote resilient communities and forest landscapes	EA, PM				

**Note:** EA= Executing Agency PM=Project Manager

### 3.4 Budget

#### 3.4.1 Master Budget Schedule

Outputs/ Activities	Description	Budget Comp.	Quantity	Units	Unit cost US \$	Total Cost US \$	ITTO	Exec Agency
			Yr 1				Yr 1	Yr 1
<b>Output 1</b>	<b>Local communities are empowered and trained in community forest management and community-based ecotourism</b>							
<b>A 1.1</b>	<b>Establishment of coordination team to enhance executing agency operational capacity in overseeing and project execution</b>							
	Project Manager	11	12	Man month	1,000	12,000	12,000	
	Project Accountant	12	12	Man month	1,000	12,000	12,000	-
	Project Coordinator	1.1	12	Man month	-	-	-	30,000
	Chief Local Counterpart	1.2	12	Man Month	-	-	-	24,000
	Forestry Support staff	1.3	12	Man month	-	-	-	26,000
	Air travel within Malaysia	2.2	5	trip	-	-	-	2,500
	Air travel outside Malaysia	21, 2.1	1	trip	7,000	7,000	7,000	6,500
	PSC meeting	51	1	trip	2,000	2,000	2,000	-
	1 Personal computer (laptop)	31	2	unit	1,450	2,900	2,900	-
	1 Printer	32	1	unit	500	500	500	-
	1 Camera	33	3	unit	500	1,500	1,500	-
	Publication/Printing	56, 5.3				1,764	764	1,000
	ITTO Monitoring and review					20,000	20,000	-
	Project Audit					10,000	10,000	-
	ITTO program support					27,643	27,643	-
<b>A 1.2</b>	<b>Capacity building for local communities in forest management and community-based ecotourism</b>							
	Meeting/Workshop/Awareness programmes on Sustainable Forest Management, Forest Management certification and conflict resolution	52, 5.4	4	event	2,000	8,000	8,000	8,000
	Training on Community-based Ecotourism	53, 5.5	1	event	5,000	5,000	5,000	5,000
	Bench-marking visit for local communities	54	1	event	7,000	7,000	7,000	-
<b>A 1.3</b>	<b>Upgrade community infrastructure and facilities for uplifting common facilities</b>							
	Support for community development (basic facilities & infrastructures)	57		Set	78,000	78,000	78,000	-

Outputs/ Activities	Description	Budget Comp.	Quantity	Units	Unit cost US \$	Total Cost US \$	ITTO	Exec Agency
			Yr 1				Yr 1	Yr 1
<b>Output 2</b>	<b>Collaborative forest landscape restoration (FLR) is enhanced through supportive policy development</b>							
<b>A 2.1</b>	<b>Establish 1 demonstration site for FLR focused on natural regeneration</b>							
	Training Package for Forest Landscape Restoration	5.1	1	event	3,000	9,000	3,000	6,000
	Planting Materials and tools	4.1			-	3,193	693	2,500
<b>A 2.1</b>	<b>Organize Asia-Pacific regional workshop on FLR to promote resilient communities and forest landscapes</b>							
	Travel and DSA (Invited Speakers)	22, 2.3	20	Per pax	1500	30,000	30,000	30,000
	Conference package	55, 5.2	250	Per pax	100	85,000	25,000	60,000
	Publication / Printing	56, 5.3	250	unit	20	25,000	5,000	20,000

### 3.4.2 Yearly Consolidated Budget

Category	Description	Total (Yr 1)
10	PROJECT PERSONNEL	
11	Project manager	12,000
12	Accounting officer	12,000
1.1	Project Coordinator	30,000
1.2	Chief Local Counterpart	24,000
1.3	Forestry Support Staff	26,000
<b>19</b>	<b>Sub total</b>	<b>93,200</b>
20	DUTY TRAVEL	
21	Travel outside Malaysia	7,000
22	Travel and DSA for Invited speaker for FLR Conference	30,000
2.1	Travel outside Malaysia	6,500
2.2	Travel within Malaysia	2,500
2.3	Travel and DSA for Invited speaker for FLR Conference	30,000
<b>29</b>	<b>Sub total</b>	<b>76,000</b>
30	CAPITAL ITEMS	
31	2 Personal computer (laptop)	2,900
32	1 Printer	500
33	3 Camera	1,500
<b>39</b>	<b>Sub total</b>	<b>4,900</b>
40	CONSUMABLES	
4.1	Planting materials & tools	3,193
<b>49</b>	<b>Sub total</b>	<b>3,193</b>
50	Training on Forest Landscape Restoration	3,000
51	PSC meetings	2,000
52	Meeting/Workshop/Awareness programs on Sustainable Forest Management, Forest Management certification and conflict resolution	8,000
53	Training on Community-based Ecotourism	5,000
54	Bench-marking visit for local communities	7,000
55	FLR Conference package	25,000
56	Publication / Printing	6,457
57	Support for community development (basic facilities & infrastructures)	78,000
58	Project Audit	10,000
5.1	Trainings package for FLR	9,000
5.2	Conference Package	60,000
5.3	Publication and Printing	21,000
5.4	Meeting/Workshop/Awareness programs on Sustainable Forest Management, Forest Management certification and conflict resolution	8,000
5.5	Training on Community-based Ecotourism	5,000
<b>59</b>	<b>Sub total</b>	<b>247,457</b>

60	PROJECT MONITORING AND ADMINISTRATION	
61	ITTO Monitoring and review	20,000
62	ITTO program support	27,643
<b>69</b>	<b>Sub total</b>	<b>47,643</b>
	<b>GRAND TOTAL</b>	<b>479,500</b>

### 3.4.3 ITTO Yearly Budget

Category	Description	Total	Year 1
10	PROJECT PERSONNEL		
11	Project Manager	12,000	12,000
12	Accounting officer	12,000	12,000
<b>19</b>	<b>Sub total</b>	<b>24,000</b>	<b>24,000</b>
20	DUTY TRAVEL		
21	Travel outside Malaysia	7,000	7,000
22	Travel and DSA for Invited speaker for FLR Conference	30,000	30,000
<b>29</b>	<b>Sub total</b>	<b>37,000</b>	<b>37,000</b>
30	CAPITAL ITEMS		
31	2 Personal computer (laptop)	2,900	2,900
32	1 Printer	500	500
33	3 Camera	1,500	1,500
<b>39</b>	<b>Sub total</b>	<b>4,900</b>	<b>4,900</b>
50	Training on FLR	3,000	3,000
51	PSC meetings	2,000	2,000
52	Meeting/Workshop/Awareness programs on Sustainable Forest Management, Forest Management certification and conflict resolution	8,000	8,000
53	Training on Community-based Ecotourism	5,000	5,000
54	Bench-marking visit for local communities	7,000	7,000
55	FLR Conference package	25,000	25,000
56	Publication / Printing	6,457	6,457
57	Support for community development (basic facilities & infrastructures)	78,000	78,000
58	Project Audit	10,000	10,000
<b>59</b>	<b>Sub total</b>	<b>144,457</b>	<b>144,457</b>
60	PROJECT MONITORING AND ADMINISTRATION		
61	ITTO Monitoring and review	20,000	20,000
62	ITTO program support	27,643	27,643
<b>69</b>	<b>Sub total</b>	<b>47,643</b>	<b>47,643</b>
	<b>GRAND TOTAL</b>	<b><u>258,000</u></b>	<b><u>258,000</u></b>

### 3.4.4 Executing Agency Yearly Budget (GoM)

Category	Description	Total	Year 1
1	PROJECT PERSONNEL		
1.1	Project Coordinator	30,000	30,000
1.2	Chief Local Counterpart	24,000	24,000
1.3	Forestry Support Staff	26,000	26,000
<b>19</b>	<b>Sub total</b>	<b>80,000</b>	<b>80,000</b>
2	DUTY TRAVEL		
2.1	Travel outside Malaysia	6,500	6,500
2.2	Travel within Malaysia	2,500	2,500
2.3	Travel and DSA for Invited speaker for FLR Conference	30,000	30,000
<b>29</b>	<b>Sub total</b>	<b>39,000</b>	<b>39,000</b>
40	CONSUMABLES		
4.1	Planting materials & tools	2,500	
<b>49</b>	<b>Sub total</b>	<b>2,500</b>	<b>2,500</b>
50	MISCELLANEOUS		
5.1	Trainings package for FLR	6,000	6,000
5.2	Conference Package	60,000	60,000
5.3	Publication and Printing	21,000	21,000
5.4	Meeting/Workshop/Awareness programs on Sustainable Forest Management, Forest Management certification and conflict resolution	8,000	8,000
5.5	Training on Community-based Ecotourism	5,000	5,000
<b>59</b>	<b>Sub total</b>	<b>100,000</b>	<b>100,000</b>
		<b>221,500</b>	<b>221,500</b>

### 3.5 Assumptions, Risks and Sustainability

#### 3.5.1 Assumptions and Risks

The key assumptions as regards achievements of the project's objectives and outputs are (i) full cooperation of local ethnic groups, local NGO, land owners and farmers and private sector, which are all beyond the control of the project. Logging in the Upper Baram has created intense conflicts with the people that got the government involved. To some extent, the tension is still real and could pose potential risk to the project. Inter-ethnic misunderstanding and land use issues are two others potential risk factors. Table 3.2 present the key assumptions, potential risks and proposed mitigating measures.

**Table 3.2: Key Assumptions, Potential Risks and Mitigating Measures**

<b>Key assumptions</b>	<b>Potential risks</b>	<b>Mitigating measures</b>
Community and private sector cooperation improved	<ul style="list-style-type: none"> <li>• Unregulated logging damaging environment and forest resources</li> <li>• Indifference of certain communities to logging for quick gains</li> <li>• Lack of understanding and goodwill</li> </ul>	<ul style="list-style-type: none"> <li>• Government to ensure compliance</li> <li>• Platform to promote goodwill through communication and free prior informed consent</li> <li>• Ensure community lands and properties are not damaged</li> <li>• Timber companies to continue assistance with CSR</li> </ul>
Land use conflicts resolved	<ul style="list-style-type: none"> <li>• Land contest will deter socio-economic pursuit which is land-dependent</li> <li>• Communities continue to protest logging</li> <li>• Problems and obstacles for rural development will remain</li> </ul>	<ul style="list-style-type: none"> <li>• Political support</li> <li>• Aim for win-win solution through dialogue and negotiation to reach consensus, coordinated by Keruan and Save Rivers</li> <li>• Government intervention to reach decision to speed up process</li> <li>• Reduce community reliance on forests</li> </ul>
Cooperative local communities, landowners and farmers	<ul style="list-style-type: none"> <li>• Landowners do not allow use of their lands</li> <li>• Sustainable livelihood models lacking support</li> <li>• Land disputes continue</li> </ul>	<ul style="list-style-type: none"> <li>• Intensive consultation through local committee meetings and dialogues</li> <li>• EA to share lessons learned on past successful ITTO projects</li> <li>• Local NGO to help convince communities and landowners</li> </ul>
Communities to understand that development plans need to be implemented in phases	<ul style="list-style-type: none"> <li>• Communities not ready for change or are not cooperative are left out</li> <li>• Too many requests for project to handle</li> <li>• Villagers or participants not proactive</li> </ul>	<ul style="list-style-type: none"> <li>• Through consultation, identify villages that need urgent help</li> <li>• Plan activities within capacity of project to implement</li> <li>• Propose 1-village-1 project programme and activities</li> </ul>

### **3.5.2 Sustainability**

Sustainability of the project will depend on full cooperation from local communities and private sector and government commitment. Dialogues and road shows in 2016 and 2017 indicated majority support from the people. Sustainability will be assured when trained local participants begin to engage in new economic activities to better their incomes, and integrated management plan for the UBFA is fully endorsed by government and operational. Participants of new economic activities will require continued guidance and upgrading of knowledge and skills via follow-up actions after project completion at least two times per year, led by FDS to provide advice, technical expertise and secure additional funding, as was done with previous ITTO projects. It is beyond the capacity this project to reach all the local communities in the UBFA but assistance will be rendered to interested participants. Findings and recommendations from this project phase will determine the need for further extension.

Commercial logging will have definite impacts on sustainability. On the positive side, logging roads provide the only land access to the upper Baram, thus the lives of the people would be immediately affected and economic activities put to a halt if timber harvesting were to stop. Continued logging will undoubtedly inflict further damage to the environment and affect local livelihoods, which had caused the people to protest in the past by putting up road blockage. Mandatory certification with sustainable and reduced impact logging should serve to minimize impacts, with strict and effective management and enforcement mechanisms.

## **PART 4. IMPLEMENTATION ARRANGEMENTS**

### **4.1 Organization Structure and Stakeholder Involvement Mechanism**

#### **4.1.1 Executing agency and partners**

Long experience gained by FDS as EA of past ITTO projects, as well as cordial political and administrative platforms that have been put in place for ITTO will help to enhance smooth planning and implementation. EA will select and appoint key management personnel and consultants, provide office and facilities, and annual allocation of counter budget, plus possible additional budget to be made available under FDS' social economic development programme. The profile of FDS is given in Annex 1.

Key personnel to be appointed will be Project Coordinator, Project Manager and Chief Local Counterpart, who will be assisted by officers and experts from other divisions of FDS. The project's organizational chart is presented in Annex 2.

#### **4.1.2 Project management team**

EA will establish a project management team (PMT) lead by Head of Agency and consisting of Project Manager (PM), Chief Local Counterpart (CLC), Project Accounting Officer and Head of International Affairs Division (IAD). CLC will take the responsibilities of the project manager and head the team in planning and implementation of planned activities with the support of appointed local counterpart and forestry support staff to assist in the project implementation.

Curriculum vitae of professionals to be appointed by the EA along with their terms of reference are given in Annex 3, and TOR for PM/ CLC and Accounting Officer in Annex 4.

### **4.1.3 Project steering committee (PSC)**

PSC will be established to oversee progress in project implementation as specified in the logical framework matrix, review progress reports and any changes to the project design including extensions and approve work plans and associated budget. Membership will consist of:

- A chairperson appointed by FDS
- Ministry of Plantation and Commodities (MPC)
- Ministry of Natural Resources and Urban Development (MUDeNR)
- ITTO representative
- Donor representatives
- Resident Miri Division
- Regional Forest Office, Miri
- NGO and Community representatives, including at least three women leaders
- Timber industry representatives.

The Committee shall meet twice a year, and a special meeting may be called forth by EA at any time as need arises. The official language will be English.

### **4.1.4 Stakeholder involvement mechanism**

This is shown in the organizational structure in Annex 2. PSC will provide the platform for key stakeholders to be actively involved to exchange information, give advice, and make important changes or decisions on project implementation. The stakeholder involvement mechanism will further ensure smooth implementation led by EA and assisted by its management team.

## **4.2 Reporting, Review, Monitoring and Evaluation**

CLC/PM will be required to produce field and progress reports and final technical reports for all planned activities under her charge.

The types of reports to be produced in accordance with the ITTO Manual on Standard Operating Procedures will be:

- i. Inception report. To be submitted after signing of agreement between ITTO, and EA. It will contain matters such as availability of office space and facilities, opening of a separate bank account, and proposed key project personnel.
- ii. Detailed work plan. To be submitted prior to commencing operation, for endorsement by ITTO. It shall be attached to the inception report, and the subsequent ones to be submitted before the beginning of the planned year. ITTO will approve the detailed workplan. .
- iii. Progress report. To present information on executed activities.
- iv. Financial report. Audited annual report is to be submitted to ITTO within three months after the end of the current financial year. EA will appoint a registered independent public accountant with prior endorsement of ITTO.
- v. Completion report. To be submitted by EA within three months of project completion. The report will summarize activities, inputs and expenditure, achieved outputs and objectives, and highlight the most critical differences between planned and realized project elements, using the original project document as a reference, and lessons learned from project implementation.

## **4.3 Dissemination and Mainstreaming of Project Learning**

### **4.3.1 Dissemination**

Project results will be disseminated through reporting and workshops during the implementation phase and after project completion.

- Project completion report will be distributed to ITTO, PSC members, Ministries and government departments.
- Training and event reports will be shared with key stakeholders
- Lessons from the FLR regional conference will also be disseminated

### 4.3.2 Mainstreaming

The outputs of the project and lessons learnt will have implications on the community-based forest management policy and programme and will provide the basis for upscaling and replicating the findings in other parts in Sarawak and beyond.

The lessons learnt will be disseminated to all ITTO members through outreach mechanisms such as regular reporting at ITTO committee sessions, the FLR regional conference which is a high-level visibility event. ITTO will publish a targeted article in the ITTO Newsletter “Tropical Forest Update” after the completion of the project.

The final project report will be documented and put up in ITTO website and made accessible to all ITTO members, donors and interested institutions. In Sarawak, FDS website is available.

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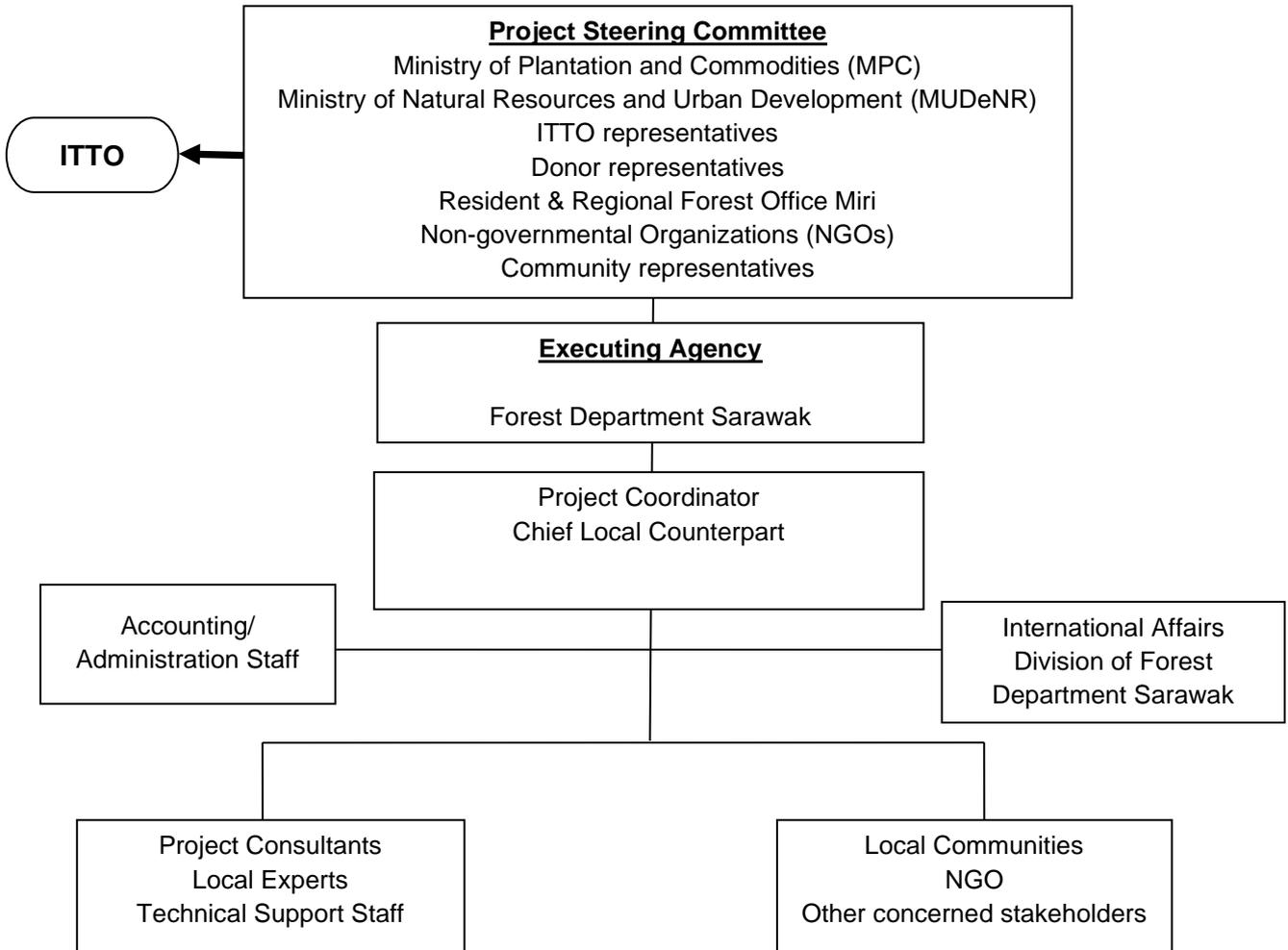
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## ANNEX 1. PROFILES OF THE EXECUTING AGENCY

FDS will be the project's EA. The Department comes under Sarawak Ministry of Natural Resources and Urban Development and is located in Petra Jaya in Kuching. FDS holds important policy and regulatory functions for forest operations in Sarawak. FDS' association with ITTO started with ITTO Mission to Sarawak in 1989/1990 and as EA of all ITTO projects since 1993. Additional input from FDS is expected under its social forestry programme. Its current major undertakings are mandatory forest management certification, forest landscape restoration initiative, and social forestry. The Department was established in 1999 is celebrating its 104-year anniversary this year.

## ANNEX 2. PROJECT ORGANIZATIONAL STRUCTURE



**ANNEX 3. TASKS AND RESPONSIBILITIES OF KEY PERSONNEL PROVIDED BY THE EXECUTING AGENCY**

No	Name	Professional education	Position in present organization	Experience relevant to the project	Involvement in the project
1	Datu Hamden bin Mohammad	M.Sc in Environmental science	Director of Forests	Forest management & conservation	Chairperson of PSC, Project Coordinator
2	Hajjah Mohizah binti Mohamad	M.Sc in Forest Ecology	Head, International Affairs Division	Biodiversity Research and conservation	Head of International Affairs Division Coordinator
3	Evelyn Jugi	B.Sc. Agriculture Science	Section Head for International Initiative and Engagement	Has worked with GTZ projects in Sarawak since 1996 - 2000	Chief Local Counterpart
4	Zarina Shebli	B.Sc. Forestry	Head, Restoration and industrial Forest Development	Has worked with ITTO projects in Sarawak since 2005	Local Counterpart for Forest landscape restoration projects and responsible for Asia Pacific Forest landscape restoration conference

**ANNEX 4. OUTLINES OF THE TERMS OF REFERENCE OF KEY PERSONNEL TO BE PAID WITH ITTO FUNDS**

Position	Main task
<b>A. Project Key Personnel</b>	
Project Manager	<ul style="list-style-type: none"> <li>• To coordinate project management and operation, and lead FDS team in planning, implementation and monitoring</li> <li>• To work with PC to ensure smooth operation of the project. and report to ITTO in accordance with project agreement</li> <li>• To select consultants and other professionals for the project</li> <li>• To organize PSC meetings and render support to additional community-based activities</li> <li>• To assist PC in project implementation</li> <li>• To run ITTO project office, manage consultants and support staff, and liaise with NGO and communities</li> <li>• To organize meetings and dialogues</li> <li>• To attend meetings on behalf of PC</li> <li>• To monitor and prepare annual budget and control expenditure</li> </ul>
Accounting Officer	<ul style="list-style-type: none"> <li>• To assist PL in financial management and office administration</li> <li>• To undertake bookkeeping and banking work</li> <li>• To help select auditor for financial auditing</li> </ul>