

MISSION REPORT

<p>Distribution:</p> <p>Jon Hutton, Maxwell Gomera, Tim Johnson, Pamela Abbot, CCB, UNEP UN-REDD Team, Asia-Pacific Regional UN-REDD Team</p>	<p>Name of person(s) that undertook mission: Charlotte Hicks and Corinna Ravilious</p>
	<p>Period (including travel days): 25 September - 7 October 2015 (Corinna Ravilious); 22 September - 7 October 2015 (Charlotte Hicks)</p>
	<p>Projects: 2650.07 UN-REDD</p>
	<p>Institution(s) or Meeting(s) and Venue(s):</p> <p>23 - 25 September - Preparation and planning meetings for working session, UN-REDD Programme Management Unit (PMU) Office and Institute of Forest Ecology and Environment (IFEE), Hanoi.</p> <p>27 September - Preparation and setup for working session at IFEE, Viet Nam Forestry University, Hanoi.</p> <p>28 September – 3 October – Joint working session on spatial planning to support the development of provincial REDD+ action plans, Viet Nam Forestry University, Hanoi. (Agenda at Annex 1)</p> <p>5-6 October – Partner-to-partner sessions with Co-implementing Partner (CIP) participants to provide additional support, PMU Office, Hanoi.</p> <p>7 October – Follow-up and report-back meeting, PMU office, Hanoi.</p>
	<p>Main Person(s) contacted:</p> <p>UN-REDD PMU: Dr. Nguyen Huu Dzung (Programme Coordinator, PMU); Mr. Nguyen Thanh Phuong (UNEP); Mr. Shyam Paudel (UNDP).</p> <p>CIPs: Staff of Institute of Forest Ecology and Environment (IFEE), Forest Inventory and Planning Institute (FIPI) sub-offices in Ho Chi Minh and Northwest Region; Forest Resources and Environment Centre (FREC). (Participants list at Annex 2).</p>
<p>File(s):</p> <p>Agenda of working session List of participants</p>	<p>Objective(s):</p> <p>To provide technical support to four CIPs and the UN-REDD Viet Nam Phase II Programme more broadly, on the use of spatial analysis to inform the development of Provincial REDD+ Action Plans (PRAPs) for Bac Kan, Binh Thuan, Ca Mau, Ha Tinh and Lao Cai provinces. The specific objectives of the working sessions were:</p> <ul style="list-style-type: none"> • To facilitate the exchange of knowledge and experiences between the CIPs involved in spatial analysis for PRAP development. • To provide technical support to CIPs in the preparation and use of spatial layers for the development of PRAPs. • To build the capacity of CIPs to take forward the spatial analysis work, with a focus on spatial layers needed for delivery of PRAP workshops and subsequent analysis.

Planning meetings

Prior to the working session, Charlotte and Corinna participated in a number of planning and preparation meetings. In addition to revising the agenda with Mr Nguyen Thanh Phuong (UNEP UN-REDD), a day was spent at the IFEE office on 25 September in order to:

- Review the outputs of the first PRAP workshop held in Ha Tinh;
- Go over the agenda
- Prepare the venue and materials

- Make logistical arrangements

Discussions also took place in the PMU Office with staff regarding the spatial data to be used in the analysis, the outcomes of the first Ha Tinh workshop, and the additional guidance that may be needed by the CIPs. On 27 September, we met again at IFEE to check on the preparations and deal with any remaining issues.

Joint working sessions, 28 September-3 October

The working session took place at the IFEE Office at the Viet Nam Forestry University, about an hour from central Hanoi, and included 11 participants from the four CIPs: FREC, IFEE, Sub-FIPI Ho Chi Minh and Sub-FIPI Northwest. This working session provided opportunities for the CIPs to learn from each other's experiences on the use of spatial analysis in the PRAP process, as well as guidance on preparing for the two main PRAP workshops. The working session began with an overview of REDD+, the PRAP process, and role of spatial information as well as a recap of the 2014 session (as most of the participants in this session did not attend in 2014 session).

The focus then moved on to the first participatory workshop on drivers/barriers being undertaken by each CIP for their province(s). IFEE reported back on their experience with the Ha Tinh workshop and the participants tested two approaches for the participatory mapping component of this workshop. Each CIP prepared a draft lists of map layers and other material, which they plan to produce and use in the workshop.

We then looked at how to process results of the first workshop using the results obtained from Ha Tinh. Different options were discussed and tested for transferring the data into GIS, including combining commune rankings, georeferencing participatory maps and combining participatory results with additional analysis on drivers & barriers.

The second half of the working session focussed on preparing for the second workshop (on identifying solutions and interventions). This included thinking about how the results of the first workshop could be utilised, and what maps and other materials will be needed for use in the participatory mapping of interventions. Discussions focused on understanding what are REDD+ interventions, and what factors may influence suitable locations, e.g. geophysical factors, feasibility, benefits and risks.

Participants then developed an example spatial workflow for one intervention to address one driver or barrier. After an introductory session to the Model Builder component of ArcGIS, participants then used Model Builder to maps areas suitable/prioritised for their example intervention.

Partner-to-partner sessions, 5-6 October

After the main working session, UNEP-WCMC provided additional 'partner-to-partner' support to each CIP. Each CIP has a half-day session to address the main issues and questions they still had related to the spatial analysis for PRAPs. The topics covered in these sessions was guided by each CIP, and included providing further technical advice on data standardisation, dealing with cleaning and map projection issues, as well as discussions around the workshops, data collection and approaches to mapping barriers.

Follow-up meetings/report-back, 7 October

Following the completion of the working session, Charlotte and Corinna met with Phuong at the UN-REDD PMU office to discuss plans for the follow-up working session (to be held once all CIPs have undertaken the second workshop). This session will focus on developing maps showing priority areas for the interventions identified in each pilot province and will likely take place in the second half of November. It was decided that the next session would start with partner-to-partner support, as the CIPs will be working on producing maps for different interventions in their provinces. This would be followed by an exchange between the partners.

A report-back meeting was also held at the PMU on 7 October, and was attended by Dr Dzung (Programme Coordinator), Mr. Gael Sola (FAO), Mr. Nguyen Thanh Phuong (UNEP), and Mr. Hoang Van Mat (Binh Thuan provincial coordinator). Charlotte presented on the working session outcomes and next steps. Key issues discussed included:

- The CIPs spatial teams still have a mixed understanding of the PRAP workshops and activities within them, especially for the second workshop.

- There is generally sufficient technical abilities in GIS but some gaps in experience of participatory processes and 'big picture' understanding of REDD+ in the provinces.
- There was a lack of information/discussion about barriers and the '+' activities in Ha Tinh, and generally insufficient understanding/preparation on barriers.
- Additional technical guidance was requested by participants (e.g. relating to which layers to use and harmonising data into broader classifications). As an output of the working session, Charlotte and Corinna prepared a draft table of additional guidance on workshop maps, which has been shared for comment, translated into Vietnamese and distributed among the CIPs and PMU staff already.

Recommendation(s)/Action(s) to be taken:

Follow up action:	Responsible	Time-frame (by)
Send out additional guidance on mapping for workshops	CH+ PN	12 October (done)
Respond to requests/questions from CIPs (e.g. for additional materials)	CR + CH	21 October
Review materials from working session and share with participants	CH & CR	23 October
Prepare draft working session report	CH & CR	31 October
Finalisation of working session report	CH, CR, PN	15 November

Detailed report [] encl. [X] N/A.	Documents [] encl. [] list [] non	Date 23 October 2015
Classification [X] restr. [] unrestr.	Signature(s) staff member(s)	Signature(s) supervisor

Annex 1: Working Session Agenda

Time	Topic	Responsible
Day 1 – 28 Sept.		
08:30 – 09:00	<ul style="list-style-type: none"> Welcome (5-10 mins) Introductions (arrange in line based on GIS experience) 	IFEE/PMU
09:00 – 09:30	<ul style="list-style-type: none"> Ice-breaker quiz: what do we know about REDD+ and forests in Viet Nam? 	Phuong/ Charlotte
09:30 – 10:30	Session 1: Role of spatial analysis in PRAP development <ul style="list-style-type: none"> Presentation on spatial analysis and PRAPs Exercise: on a timeline of PRAP process, each CIP shows what stage their province is in Discussion: any questions about PRAP process? 	Charlotte
10:30 – 11:00	Tea break	
11:30 – 12:00	Session 2: Set up, checking software, data, permissions	Corinna
12:00 – 1:00	Lunch	
1:00 – 1:30	Set up, cont	
1:30 – 2:00	Session 3: Recap of 2014 session: <ul style="list-style-type: none"> Topics covered Provide tutorials 	Charlotte
2:00 – 2:30	Session 3, cont. <ul style="list-style-type: none"> Parking lot: issues/tasks for technical support 	Charlotte
2:30 – 3:30	Session 4: Drivers workshop preparation <p>4.1 IFEE to present experience from Ha Tinh drivers workshop:</p> <p>4.2 Group exercise:</p> <ul style="list-style-type: none"> Group 1 participants use the map layers from the Ha Tinh workshop to rank communes for a driver, guided by IFEE (<i>Illegal logging</i>) Group 2 participants use Ha Tinh layers to identify areas likely affected by drivers/barriers, guided by IFEE (<i>Transport</i>) 	IFEE
3:30 – 4:00	Tea break	
4:00 – 5:00	Session 4, cont. <p>4.3 Prepare draft list of maps for drivers analysis workshop:</p> <ul style="list-style-type: none"> Posters Maps for group work Additional/reserve layers 	
5:00 – 5:15	Recap/questions	
Day 2 – 29 Sept.		
08:30 – 08:45	Recap of previous day	
08:45 – 10:00	Session 4, cont. <p>4.4 Preparing draft maps for the drivers workshop</p> <ul style="list-style-type: none"> Initial guidance/tips CIPs start working on maps 	Charlotte/ Corinna
10:00 – 10:30	Tea break	
10:30 – 12:00	Session 4, cont. <ul style="list-style-type: none"> CIPs present at least one draft map 	
12:00 – 1:00	Lunch	
1:00 – 3:00	Session 5: Drivers in the future - Mapping threats or future pressures on forests: <ul style="list-style-type: none"> Presentation on options and pros & cons of mapping potential pressures CIPs preparing a template of input layers and simple workflow of how to generate the layers 	Corinna

	<ul style="list-style-type: none"> CIPs prepare map to help participants understand potential pressures 	
3:00 – 3:30	Tea break	
3:30 – 5:00	Session 5, cont. <ul style="list-style-type: none"> Continue work on maps and then present for feedback 	
5:00 – 5:15	Recap and questions	
08:30 – 08:45	Recap of previous day	
08:45-10:00	Session 6: Post-workshop drivers mapping 6.1 Combining participatory mapping and GIS <ul style="list-style-type: none"> Examine Ha Tinh workshop results again; discuss different options for combining with GIS Exercise: each CIP take a driver/barrier workshop map from Ha Tinh and transfer the participatory mapping information into GIS 	Corinna/ Charlotte
10:00 – 10:30	Tea break	
10:30 – 12:00	6.1, continued. <ul style="list-style-type: none"> Presentation on multicriteria analysis (MCA) How to combine information on commune rankings into one overlay? Testing of different approaches. 	Corinna
12:00 – 1:00	Lunch	
1:00 – 3:00	Session 6, post-workshop mapping cont. <ul style="list-style-type: none"> 6.2 Exercise: each CIP take a participatory driver map from exercise 4.2 and transfer the participatory mapping information into GIS - Validation: how do the areas identified as drivers compare with other relevant data (e.g. FCC layer, layers related to driver) and with commune rankings?	
3:00 – 3:30	Tea break	
3:30 – 5:00	Session 7: Preparing for the 'solutions' workshop 7.1 Identifying interventions: <ul style="list-style-type: none"> Presentation: What are REDD+ interventions? How will REDD+ interventions be identified? What will happen during Workshop 2? Look at Binh Thuan examples together 	Charlotte
5:00 – 5:15	Recap/questions	
08:30 – 08:45	Recap of previous day	
08:45 – 9:30	7.2: Workshop plans - Group discussion: <ul style="list-style-type: none"> What will you ask participants to do during the solutions workshop to identify intervention packages? What will they do to identify areas for particular interventions? What maps or other materials will you use? 	Charlotte
09:30 – 10:00	7.2, cont. <ul style="list-style-type: none"> Prepare draft list of maps/materials for use in solutions workshop (with input layers, etc, using table template) 	Charlotte/ Corinna
10:0 – 10:30	Tea break	
10:30 – 12:00	Session 8: Mapping potential areas for interventions 8.1 Exercise: identify a hypothetical intervention to address a driver/barrier. <ul style="list-style-type: none"> Propose an intervention (on-the-ground) to address driver/barrier List relevant factors to consider, at least 2 in each category: geophysical, feasibility, benefits, risks 	Charlotte & Corinna
12:00 – 1:00	Lunch	
1:00 – 2:00	Exercise 8.1, cont.	

2:00 – 3:00	8.2 Developing a workflow to map potential intervention areas <ul style="list-style-type: none"> In 2 groups, develop workflow for their interventions; specify input layers to further map potential locations for their intervention, including 'extent of driver' option Present workflows for feedback 	
3:00 – 3:30	Tea break	
3:30 – 5:00	Session 8, cont. 8.3 Options for introducing workflows into ArcGIS: <ul style="list-style-type: none"> Presentation introducing spatial workflows in Arc Participants start workflows for their intervention (use template) 	Corinna/Charlotte
5:00 – 5:15	Recap/questions	
Day 5 – 2 Oct		
08:30 – 08:45	Recap of previous day	
08:45 – 10:00	8. 3 continued, group work on workflow templates	Corinna
10:00 – 10:30	Tea break	
10:30 – 12:00	8.3, cont. groups put workflows into Arc.	
12:00 – 1:00	Lunch	
1:00 – 3:00	8.3 Workflows, continued <ul style="list-style-type: none"> Groups present their workflows and output map and - get feedback from group 	
3:00 – 3:30	Tea break	
3:30 – 5:00	Groups finish maps, present and provide Corinna with copy of ArcGIS workflow and data	
5:00 - 5:15	Recap/questions	
06:00 ----	Group dinner	
Day 6 – 3 October		
09:00 – 10:30	Session 8, cont.	
10:30 – 11:00	Tea break	
11:00 – 11:30	Session 8, cont.	
11:30 – 12:00	8.6: Revisiting the solutions workshop: <ul style="list-style-type: none"> Having thought about interventions more, are there any changes to the maps will you prepare for the workshop? Edit the list of maps. Explain final session Hand out evaluation forms 	
12:00 – 1:00	Lunch	

Annex 2: List of working session participants

Họ tên / Name	Cơ quan (CIP Name)	Chuyên môn Profession/background	PRAP province	Đợt tháng 6/2014 (2014 session)	Ghi chú Remarks
Trần Thị Thanh Hương	Phân Viện Điều tra quy hoạch rừng Nam bộ - FIPI (FIPI HCM)	Viễn thám GIS	Ca Mau	x	F
Nguyễn Minh Khoa	Phân Viện Điều tra quy hoạch rừng Nam bộ - FIPI (FIPI HCM)	Viễn thám GIS	Bình Thuận		
Nguyễn Vĩnh Lợi	Phân Viện Điều tra quy hoạch rừng Nam bộ - FIPI (FIPI HCM)	Viễn thám GIS	Ca Mau		
Phạm Mạnh Hà	Trung tâm Tài nguyên và môi trường lâm nghiệp (FREC)	Viễn thám GIS	Lao Cai		
Trần Văn Hồ	Trung tâm Tài nguyên và môi trường lâm nghiệp (FREC)	Viễn thám GIS	Lao Cai		
Nguyễn Trường Chinh	Phân Viện Điều tra quy hoạch rừng Tây bắc bộ - FIPI (FIPI NW)	Viễn thám GIS	Bac Kan		
Hoàng Thị Thu Hương	Phân Viện Điều tra quy hoạch rừng Tây bắc bộ - (FIPI NW)	Viễn thám GIS	Bac Kan		F
Nguyễn Bá Quyền	Phân Viện Điều tra quy hoạch rừng Tây bắc bộ - FIPI (FIPI NW)		Bac Kan		
Nguyễn Văn Thị	Viện Sinh thái và Môi trường rừng - Đại học Lâm nghiệp (IFEE)	Viễn thám GIS	Ha Tinh		
Vũ Thị Kim Oanh	Viện Sinh thái và Môi trường rừng - Đại học Lâm nghiệp (IFEE)	Viễn thám GIS	Ha Tinh		F
Kiều Đăng Anh	Viện Sinh thái và Môi trường rừng - Đại học Lâm nghiệp (IFEE)	Viễn thám GIS	Ha Tinh		