

Concept Note

Development of a Consultation and Participation Plan

1. Background¹

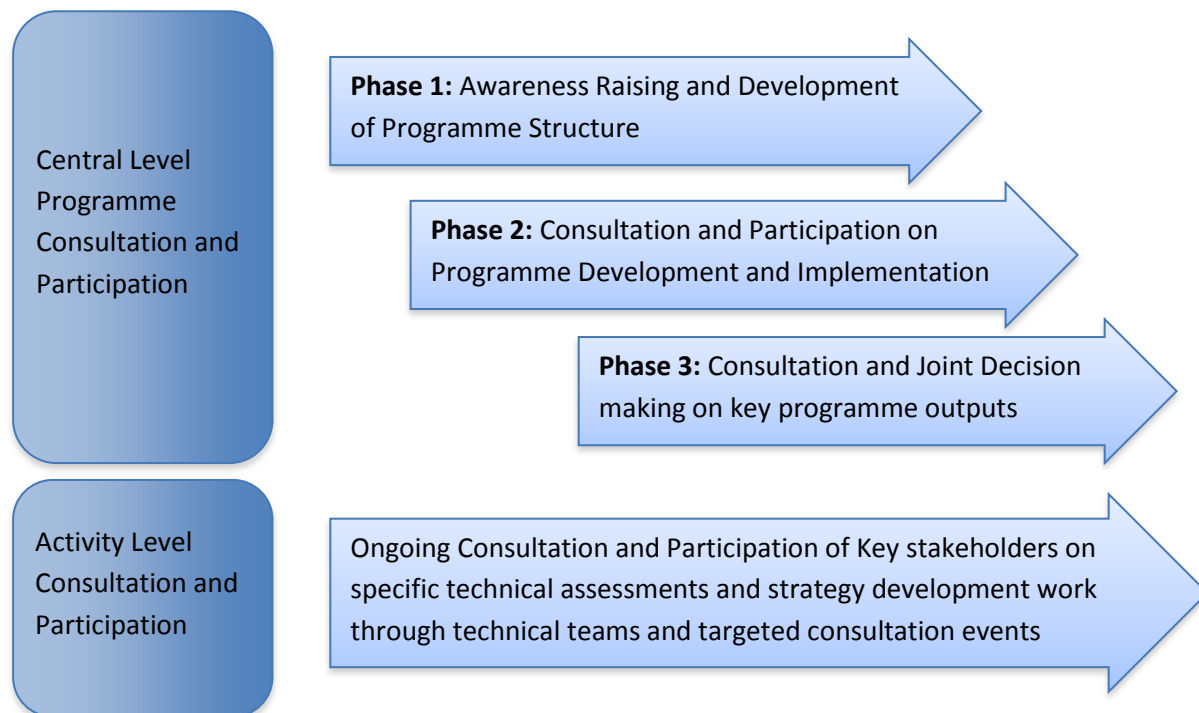
The Cambodia REDD+ Readiness process recognizes the critical role that different stakeholders have in developing effective, efficient and equitable approaches to REDD+. The Cambodia REDD+ Roadmap is committed to the development of a multi-stakeholder REDD+ Readiness process that is inclusive and balanced between different stakeholder groups. The programme has two objectives for consultation and participation:

Objectives:-

- Stakeholders are empowered to engage in the National REDD+ Process through the development of Strategies and methods of implementation and the review of proposed policies
- Stakeholders have access to information on REDD+ and the Cambodia REDD+ Readiness Process

To achieve these objectives a three phase and multi-layered approach has been developed (Figure 1).

Figure 1: A Three phase and multi-layered approach that has been developed to achieve the objectives for consultation and participation



This consultation and participation planning process will be guided by **nine principles and corresponding criteria** (table 1) and supported by a **eight step consultation and participation planning tool** (table 2);

¹ Sourced from the Cambodia UN-REDD Programme Inception Report, 2012.

the planning tool is based on joint guidelines on Stakeholder engagement provided by UN-REDD and FCPF² and the lessons learned from stakeholder engagement laid out in the REDD+ Roadmap.

Table 1: Nine principles and corresponding criteria for consultation and participation

Principle	Criteria
The process should be transparent	<ul style="list-style-type: none"> • Key programme documents available to all stakeholders including: <ul style="list-style-type: none"> ○ Programme work-plans ○ Minutes of main governance body meetings ○ Programme document and operational structure ○ Programme monitoring and evaluation frame work
The process should be inclusive engaging all relevant stakeholders with a sufficient support to be provided to more vulnerable groups	<ul style="list-style-type: none"> • Representatives from each stakeholder group should be involved in the development of strategies • All stakeholders should have the opportunity to comment on draft policies that will impact their livelihoods • Information should be presented in a way that is both comprehensive and comprehensible to all • Information sharing events focused on gaining both information on existing perceptions and local approaches to forest governance as well as sharing information on REDD+
The process should maintain fair representation of different groups	<ul style="list-style-type: none"> • Groups should be allowed to select their own representatives • Training and support should be provided to representatives
The process should allow for groups to be held to account	<ul style="list-style-type: none"> • The role of different constituents should be presented • A Complaint Mechanism should be in place for the consultation process
The process should be iterative	<ul style="list-style-type: none"> • Clear response mechanism for consultation including facility for continued feedback
The process should ensure the availability of information	<ul style="list-style-type: none"> • Adequate access to information being develop through REDD+ Cambodia, such as the website and the materials being developed
The process builds on existing processes and structures	<ul style="list-style-type: none"> • The process should build on the capacity established by existing processes, organizations and/or networks • Consultation should be integrated into implementation of existing programmes such as the NFP and Community Forestry • Consultation and information sharing should be done by a range of stakeholders within their own constituencies
The process should be timely	<ul style="list-style-type: none"> • It should be sensitive to time needs of various stakeholders • Information should be provided sufficiently in advance for all stakeholders to access information • Stakeholders should be provided with sufficient information and training in advance of consultation
The process should be	<ul style="list-style-type: none"> • Development of clearly costed work-plans for activities

² April 20 2012 version of the Guidelines available at http://www.unredd.net/index.php?option=com_docman&task=doc_download&gid=7047&Itemid=53

adequately resourced	<ul style="list-style-type: none"> • Provide funding for grass-roots education and consultation with communities • Provide funding for education and consultation with local governments
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Table 2: Eight step consultation and participation planning tool

Step	Details
1) Identify Desired Outcomes of Consultation and Participation	It is critical to identify what the intended outcomes of the consultation and participation. Clear identification on outcomes is critical to both communicating the purpose of consultation and participation process as well as ensuring different stakeholders are clear what to expect from it.
2) Identify Relevant Stakeholders	It is critical to identify what the intended outcomes of the consultation and participation. Clear identification on outcomes is critical to both communicating the purpose of consultation and participation process as well as ensuring different stakeholders are clear what to expect from it. Key stakeholder groups in achieving the outcomes of the consultation process should be identified. Within the context of REDD+ it will include those that will be responsible for designing, and implementing approaches, those that are able to support this process and those that will be affect by it.
3) Define issues for Consultation and Participation	Within the context of REDD+ there are a large number of issues that may require consultation and participation. It is important to identify a full suite of these and then think through the specific objectives for each element as well as which of the stakeholders identified are the critical ones within this.
4) Define terms for Consultation and Participation	Key terms related to the consultation and participation process should be set. These will help there be shared understanding of how the consultation and participation process will be managed and what stakeholders can expect from the process.
5) Select Methods for Consultation and Participation	Methods should be selected and designed based on the desired outcomes, the issues for consultation and participation and the stakeholders to be engaged.
6) Ensure Stakeholders have the capacity to engage	Many stakeholders will not have the capacity to engage effectively with consultation events on specific subjects unless they are provided with support in advance. It is important to help build capacity to support effective consultation – this is also a key element of developing and approach to Free Prior Informed Consent (FPIC)
7) Implement Consultation and Participation Plan	Activities should be implemented in line with the terms agreed under step 4 and following any initial awareness raising or capacity building that is identified as being required.
8) Analyze and Disseminate Results	Results from consultation and participation processes should be analyzed to assess feedback from stakeholders, the effectiveness of the process and what modifications can be made. Results should also be disseminated along with how decision makers have responded to issues raised.

The key objective of the next phase in Consultation and Participation is: To develop the framework for information flow and feedback mechanism and design an initial work plan to test the aforesaid framework.

Table 3 below show the desired outputs, as stated in the Cambodia REDD+ Awareness Raising TOR, of the Consultation and Participation Plan to be develop with RECOFTC alongside Consultation Group members with support from the REDD+ Taskforce Secretariat and the proposed actions that need to be taken to reach the outputs. This is then followed by a work plan for development of the Consultation and Participation Plan

Table 3: Outputs of Consultation and Participation Plan.

Output	Progress so far	Further Steps to obtain output	Responsible party/ies	Action to be taken	
1. Identify key stakeholder groups	<ul style="list-style-type: none"> INGOs: 45 have been identified by Voluntary Facilitation Committee (VFC) 	<ul style="list-style-type: none"> Some missing contact details in all stakeholder groups Lists may need vetting/adding to /verifying. Constituents may have to be contacted regarding their interest in being a constituent in the REDD+ process? 	CG – INGOs with RECOFTC support	Meeting with INGO CG reps	
	<ul style="list-style-type: none"> NGOs 59 have been identified by VFC 		CG – NGOs with RECOFTC support	Meeting with NGO CG reps	
	<ul style="list-style-type: none"> CSOs 81 have been identified by VFC 		CG – CSOs with RECOFTC support	Meeting with CSO CG reps	
	<ul style="list-style-type: none"> Private Sector 73 have been identified VFC 		CG – PS with RECOFTC support	Meeting with INGO PS reps	
	<ul style="list-style-type: none"> Academia 20 identified 	<ul style="list-style-type: none"> Some missing contact details Lists may need vetting/adding to /verifying. Constituents may have to be contacted regarding their interest in being a constituent in the REDD+ process? There are many references to general Universities, need to be specific about what departments need to be targeted, why, and exactly who the contact person/s is/are that are relevant to contact. CG members have expressed an interest in identifying their key constituents. 	CG – Academia with RECOFTC support	Meeting with Academia CG reps	
	<ul style="list-style-type: none"> CPA There are 120 CPAs in 17 Protected Areas. 		<ul style="list-style-type: none"> All relevant background information regarding CPA, CF, CFis, IPs has already been obtained. 	N/A	N/A
	<ul style="list-style-type: none"> CFi There are 516 CFis in 21 provinces 			N/A	N/A
	<ul style="list-style-type: none"> CF There are 457 CFs in 20 provinces 			N/A	N/A
<ul style="list-style-type: none"> IPs There are 24 groups in 15 provinces. 	N/A	N/A			
2. Key issues for consultation	<ul style="list-style-type: none"> Key issues for have been addressed through the Awareness Rising survey conducted in the initial workshop for selection of CG members and during the first National Awareness Raising event for the CG. <ul style="list-style-type: none"> Participants were asked to identify the 	<ul style="list-style-type: none"> It is important to understand how the different issues can be addressed and what issues can be addressed in the next Consultation and Participation phase linking to the upcoming activities in the UN-REDD 2014 AWP <ul style="list-style-type: none"> E.g. for <i>outcome 2.6. Safeguards and</i> 	RECOFTC – Taskforce Secretariat – CG group	<ul style="list-style-type: none"> Meeting with the CG group Meeting with the RECOFTC Taskforce 	

	<p>priorities issues they wish to be involved in:</p> <ul style="list-style-type: none"> ▪ Developing the National Strategy and implementation framework ▪ Identifying specific policies or measures to reduce emissions from forests ▪ Forest monitoring ▪ Ensuring safeguards are applied for REDD+ ▪ Designing a system to share benefits equitably ▪ Setting a baseline for assessment of future progress ▪ Raising awareness among stakeholders 	<p><i>monitoring of co-benefits</i> activities will be taking place in all quarters of 2014.</p> <ul style="list-style-type: none"> • If possible, post Awareness Raising training the CG have now more understanding on REDD+ we should ask them if they have any issues they wish to add to the list and plan to send this out to their constituents during the National workshop on information flow and feedback mechanism (in UN-REDD 2014 AWP) to be adopted in the next C&PP. 		<p>Secretariat</p> <ul style="list-style-type: none"> • Combination of survey results with this consultation phase and the 2014 AWP
<p>3. Guidance on how to operationalize Information flow and feedback mechanism</p>	<ul style="list-style-type: none"> • Existing networks and structures should be used if possible to facilitate the Information flow and feedback mechanism (IF&FM) • Information regarding preference of processes has been discussed in the CG selection workshop and CG Awareness Raising training event can be used as initial input but still needs further revision as not enough time address fully. 	<ul style="list-style-type: none"> • INGOs: • No longer any existing REDD+ working group need to confirm with CG reps. the best method for IF&FM • Need to discuss how said method will be implement (timing, how often, etc.) 	<p>CG – INGOs with RECOFTC support and REDD+ Taskforce Secretariat</p>	<p>Meeting with INGO CG reps</p>
		<ul style="list-style-type: none"> • NGOs • Need to confirm with CG reps. the best method for IF&FM • Need to discuss how said method will be implemented (timing, how often, etc.) 	<p>CG – NGOs with RECOFTC support and REDD+ Taskforce Secretariat</p>	<p>Meeting with NGO CG reps</p>
		<ul style="list-style-type: none"> • CSOs • Need to confirm with CG reps. the best method for IF&FM • Need to discuss how said method will be implemented (timing, how often, etc.) • CSO CG rep previously mentioned concern regarding how to reach all their constituents effectively in the different province. 	<p>CG – CSOs with RECOFTC support and REDD+ Taskforce Secretariat</p>	<p>Meeting with CSO CG reps</p>
		<ul style="list-style-type: none"> • Private Sector • Need to confirm with CG reps. the best method for IF&FM • Need to discuss how said method will be implemented (timing, how often, etc.) • Challenges may be found in the high diversity of the private sector constituents as identified 	<p>CG – PS with RECOFTC support and REDD+ Taskforce Secretariat</p>	<p>Meeting with INGO PS reps</p>

		<p>by the VFC (i.e. unions, banks, schools, hotels) and how to best select constituents and allow for transparent processes and best mechanism for IF&FM a verity may need to be employed.</p> <ul style="list-style-type: none"> • PS not previously involved in Awareness Raising Training Event held for the CG. 		
		<ul style="list-style-type: none"> • Academia <ul style="list-style-type: none"> • Need to confirm with CG reps. the best method for IF&FM • Need to discuss how said method will be implemented (timing, how often, etc.) • CG rep. has expressed a desire to conduct meetings with their constituents once fully identified. 	CG – Academia with RECOFTC support and REDD+ Taskforce Secretariat	Meeting with Academia CG reps
		<ul style="list-style-type: none"> • CPA <ul style="list-style-type: none"> • Already have a CPA network in existence • Have to discuss with CG reps. Best way to utilize the network for IF&FM. • Need to discuss how said method will be implemented (timing, how often, etc.) • Challenges in number of constitutes that the CG needs to reach • May need to consider trailing the IF&FM in a couple/few provinces its being phase 	CG – CPAs with RECOFTC support and REDD+ Taskforce Secretariat	Meeting with CPA CG reps
		<ul style="list-style-type: none"> • CFi <ul style="list-style-type: none"> • Already existence of Fisheries Action Coalition Team (FACT), a network for CFis, • Have to discuss with CG reps. Best way to utilize the network for IF&FM. • Need to discuss how said method will be implemented (timing, how often, etc.). • Challenges in number of constitutes that the CG needs to reach, • May need to consider trailing the IF&FM in a couple/few provinces its being phase 	CG – CFis with RECOFTC support and REDD+ Taskforce Secretariat	Meeting with CFi CG reps
		<ul style="list-style-type: none"> • CF <ul style="list-style-type: none"> • CF network exists and functioning in 8 of the 21 provinces, plans to scale up to all provinces in the coming years. 	CG – CFs with RECOFTC support and	Meeting with CF CG reps

		<ul style="list-style-type: none"> • Have to discuss with CG reps. Best way to utilize the network and any other means for IF&FM. • Need to discuss how said method will be implemented (timing, how often, etc.). • Challenges in number of constitutes that the CG needs to reach. • May need to consider trailing the IF&FM in a couple/few provinces its being phase 	REDD+ Taskforce Secretariat	
		<ul style="list-style-type: none"> • IPs • Cambodia Indigenous Youth Association (CIYA) (Mr. - Nok Ven CG member) are working towards using existing networks a REDD+ IP network/working group. • Have to discuss with CG reps. Best way to utilize the network and any other means for IF&FM. • Need to discuss how said method will be implemented (timing, how often, etc.). • May need to consider trailing the IF&FM in a couple/few provinces its being phase 	CG – IPs with RECOFTC support and REDD+ Taskforce Secretariat	Meeting with IP CG reps
<p>4. Key activities to be developed within the different phases of programme consultation</p>	<ul style="list-style-type: none"> • To be determined through consultation with CG on previous outputs • CG meetings in line with Taskforce meetings 	<ul style="list-style-type: none"> • Sub-national Awareness Raising • Activities as proposed by the CG members, i.e.: <ul style="list-style-type: none"> ○ Compiling/adding to/checking the list of their constituents ○ Testing the feedback mechanisms proposed ○ Gaining feedback and key issues that for consultation from constitutes ○ Provide information to participants. ○ Additional capacity building activities ○ Re-identifying key issues of constituents as identified by CG representatives after initial Awareness Raising. ○ Etc.. • Additionally Awareness Raising activities • National workshop on information flow and feedback mechanism (in UN-REDD 2014 AWP) 	RECOFTC with support from the taskforce Secretariat	Integrate into C&PP

Work Plan

Activity	Target	Timeframe															
		2014															
		March				April				May				June			
		1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Meeting with CG representatives to discuss: i. final list of constituents of relevant stakeholder group and finalize steps to developing the final list of constituents if necessary ii. the Information and feedback Mechanism i. discuss the information flow and feedback mechanism, ii. formulate a final idea what this mechanism looks like for each different CG stakeholder group (may be a 1-3 different ideas) that will be trailed over the next 3 months. iii. formulate a work plan in line with the Taskforce meeting and CG meetings for implementing/testing the IF&FM ii. key issues for consultation iii. Activities to take place during this phase of consultation (e.g. providing information to constituents, raising awareness through IF&FM, gaining feedback, identifying constitutes key issues, etc.)	INGO CG reps / RECOFTC	■															
	NGO CG reps / RECOFTC	■															
	CSO CG reps / RECOFTC		■														
	INGO PS reps / RECOFTC		■														
	Academia CG reps/RECOFTC		■														
	CPA CG reps/ RECOFTC			■													
	CFi CG reps / RECOFTC			■													
	CF CG reps / RECOFTC				■												
	IP CG reps / RECOFTC				■												
Present draft of C&PP to Taskforce Secretariat for comment	Taskforce Secretariat / RECOFTC							■	■								
Present draft of C&PP to Consultation Group for comment	CG Group / RECOFTC / Taskforce Secretariat									■	■						
Present draft of C&PP to Taskforce for comment	Taskforce											■	■				
Final draft of C&PP in English and Khmer disseminate to relevant parties to being implementation	RECOFTC													■	■	■	■