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| UNITED NATIONS DEVELOPMENT PROGRAMMEBDP/EEG - MISSION REPORT SUMMARYDate: 13 March 2013 | UNDP_Logo-Blue w TaglineBlue-ENG.png |
| NameAki Kono, UN-REDD/UNDPUndertaken jointly with Thomas Enters, UNEP and Ben Vickers, FAO |
| **Approved Mission Itinerary:**Bangkok/Colombo/Bangkok  | **List of Annexes**:  |
| Inclusive Travel Dates: | **Key counterpart(s) in each location:** |
| 1 – 8 June 2013 |   | Location: Colombo, Sri Lanka * Anura Sathurusinghe, Conservator of Forests, Dep of Forest, MoE
* Ananda Mallawatantri, UNDP CO ARR
* Members of National Climate Change Secretariat
* Nalin Munasinghe, PMU Manager
* Ramitha Wijethunga, UNDP CO Programme Officer
* Premalal Kuruppuarachchi, FAO CO Officer
* Santha Baminiwatte, FAO National Consultant
* Anoja Wickramaginghe, gender consultant
* Vimukthi Weeratunga, Environnemental Fondation Limited
* Dinali Jayasinghe, GEF SGP
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| **Purpose/Objectives of Mission**This mission is to help prepare for and organize an inception meeting (both internal and external sessions) to lunch the UN-REDD National Programme in Sri Lanka.  |
| **Context**Since the MoE signed the NPD in December 2012, the preparation for the initiation of the National Programme implementation took nearly six months due to a number of internal process requirements and the prolonged recruitment process for the PMU members. The inception meeting finally took place during the first week of June.  |
| **Summary of Mission Activities/ Findings*** Day One (Sun): an internal meeting with the PMU manager and admin officer to discuss any pending issues related to the organization of the internal and external inception meetings, including logistics, agenda, participants, etc.
* Day Two (Mon): preparatory meetings with the UNDP Environment Team to go through outcomes, outputs, activities, timeframe and budgets for which UNDP is responsible and, where necessary, to make any necessary adjustments to reflect the current national circumstances and new guidance from the regional and global levels. Also, a short meeting with the local consultant recruited by WOCAN for the national level study as part of the regional gender initiative was held to discuss intended outcomes, inputs and working arrangements with the UN-REDD NP in Sri Lanka.
* Day three (Tue) and four (Wed): an internal inception meeting facilitated by the NPD, PMU and the UN agencies. The meeting was also attended by staff of the Forest Department (MoE), Climate Change Secretariat (MoE) and Department of Wildlife Conservation (MoASF) to clarify any issues related to, and technically clear updates/revisions in:
1. Results Framework proposed by the UN agencies;
2. Risk and issue logs;
3. Roles and responsibilities of RPMCC, PMU, PMU staff, Taskforces and technical working groups; and
4. External inception meeting agenda.
* A need for standard operating procedures (based on FAO and UNDP COs’ existing country level practices) was also discussed during the internal meeting, and it was agreed that the PMU would prepare such procedures based on the standard practices of FAO and UNDP Country Offices.
* Day five (Thu): preparation of presentations for the public inception meeting and review of ESSP to be signed off by UNDP CD and ToR for the activity coordinator position for UNDP (to sit within the PMU).
* Day six (Fri): official launch of the NP and public inception meeting – the inaugural session in the morning, followed by the technical review session in the afternoon.

**Findings and key discussions*** Having an appropriate multi-stakeholder process will be critical. Especially, from the government side, effective coordination and communication channels with the Ministry of Economic Planning, Ministry of Finance and Ministry of Agriculture should be established as early as possible as they are currently not engaged in this process.
* The roles of the Climate Change Secretariat (MoE) and Department of Wildlife Conservation need to be clarified further so as to enable them to play active roles in the process
* The position of the National REDD+ Readiness Roadmap/R-PP in relation to the UN-REDD National Programme needs to be clarified further with key stakeholders.
* RPMCC membership selection will require a board consultation process with stakeholders, and lessons learnt from other countries in supporting a self-selection process will provide much needed guidance. Related to the previous point, the functional difference between PEB and RPMCC needs to be explained further to the stakeholders.
* Practical Action (local NGO) has proposed the formation of CSO/IP forums, and UN-REDD will partner with them in this effort. Once again, our experience from Cambodia on this will provide helpful guidance.
* PMU manager requires further capacity support and close guidance as he seems to lack detailed work planning skills. However, he is an excellent coordinator and public speaker.
* In finalizing an ESSP document, the country’s sensitivity with human rights issues was highlighted and requires to be monitored closely.
* UNDP in this NP covers a wide range of activities that are linked up with the activities of FAO and UNEP; therefore, a well-developed work flow chart is need to make sure that all necessary coordination and synchronization processes take place.
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| Follow up actions:* Recruitment of UNDP led activity coordinator (Aki and Country Office)
* Implementation plan, including the work flow chart for the first year activities (RPMCC establishment, Roadmap finalization, drivers of D&FD assessment and governance assessment, stakeholder engagement, etc.)
* IP/CSO forum(s) establishment (Aki, Celina and PMU)
 | **Distribution List:** * Tim Clairs, UN-REDD UNDP PTA
* Dina Hajj
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