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| UNITED NATIONS DEVELOPMENT PROGRAMMEBDP/EEG - MISSION REPORT SUMMARYDate: 25 July 2012 | UNDP_Logo-Blue w TaglineBlue-ENG.png |
| Name: Tim Boyle, UN-REDD | **Tel No.** +66819005402 |
| **Approved Mission Itinerary:**BKK-Phnom Penh-BKK | **List of Annexes**:  |
| Inclusive Travel Dates: | **Key counterpart(s) in each location:** |
| 21-24 Aug. 2012 |   | * UNDP CO (Lay Khim, Sovanny Chhum, Giacomo Fedele)
* REDD+ Task Force Secretariat (Chea Sam Ang, Vathana Khun, Monyrak Meng)
* Secretariat staff (Kimhy Lun, Heang Thy)
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| **Purpose/Objectives of Mission**To initiate due diligence for FCPF implementation and provide support to UN-REDD implementation  |
| **Context**Cambodia is one of three such country pilots for which UNDP has been invited to be the Delivery Partner for the FCPF. With the completion of legal agreements between UNDP and the WB, documentation of risk analysis can be undertaken, requiring the preparation of three documents: The FCPF Assessment Note, UNDP Env/Soc. Screening, and UNDP project document.UN-REDD/Cambodia has been under implementation for several months, and the Secretariat staff recruited. Disbursements are low and progress remains slow. |
| **Summary of Mission Activities/ Findings**Meetings were held with senior staff of the Taskforce Secretariat: Chea Sam Ang (FA), Monyrak Meng (GDANCP) and Vathana Khun (FA). The newly recruited staff of the Secretariat: Kimhy Lun (Coordinator) and Heang Thy (Communications) were also interviewed regarding progress and barriers to more rapid disbursement. The Secretariat now has a physical location, and procurement of some office items has been completed. The Taskforce has been nominated (see Annex), and will hold its first meeting on Sept. 28th. CSO and IP workshops will be held Sept. 25-27 to select representatives for the PEB.Barriers to more rapid implementation include:* Multiple approvals – even minor procurement orders require four signatures: 2 from FA and 2 from GDANCP
* Travel of government staff – signatures on hard copy documents are required for approval, so given the frequent travel of government staff, this often requires considerable time
* Translation of all documents – currently any and every document can be requested to be translated into Khmer, often with a summary prepared as well. Currently Secretariat staff are performing these functions.

It was proposed that Standard Operating Procedures (SOP) be prepared, based on the example from Indonesia. These should address the problems listed above. For example:* Some procurement processes (for minor items) may be delegated down, thus requiring fewer signatures
* GDANCP approvals are not required for activities that are clearly related to FA’s mandate (and vice versa)
* Approvals can be provided by email if necessary
* Documents requiring translation into Khmer (or from Khmer into English) identified. All translation, other than minor ad hoc translation should be out-sourced.

Despite pressures to alter the date of the next PEB meeting, the dates agreed at the last meeting (Oct. 3rd) was confirmed.Meetings were held with UNDP CO MSU and Operations teams to clarify processes for financial management, procurement, etc. Although HACT micro-assessments have been completed, Local Capacity Assessments, which are required, have not yet been completed. These are essential.Information required for the FCPF Assessment Note was compiled, and the preparation of the Note initiated. The UNDP Environmental and Social Screening worksheet was completed. Further development of these documents will be undertaken at APRC.  |
| Follow up actions:* Complete documents required for due diligence of FCPF funds
* CO to undertake Local Capacity Assessments of FA and GDANCP
* Support development of SOP for UN-REDD
* Prepare for PEB-2 on Oct. 3rd
 | **Distribution List:** * Tim Clairs, UN-REDD UNDP PTA

**Cc*** Thomas Enters
* Aki Kono
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**Cambodia REDD Taskforce**

**Membership**

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| H.E | Chheng Kimsun | Delegate of the Royal Government, Head of the Forestry Administration, the Ministry of Agriculture Forestry and Fishery | Chair |
| Mr | Kim Nong | Deputy Director General, the General Department of Administration for Nature Protection and Conservation, the Ministry of Environment | Deputy Chair |
| H.E | Cheam Pe A | Deputy Director General, the General Department of Local Administration, the Ministry of Interior | Member |
| Mr | Net Mony | Director, the Department of State Property, the Ministry of Economic and Finance  | Member |
| Ms | Pov Voleak | Deputy Director General, the General Department of Energy, the Ministry of Industry, Mines and Energy | Member |
| Mr | Sao Vary | Chief of the Office for State Property Conservation, the General Department of Cadastral and Geography, the Ministry of Land Management, Urban Planning and Construction | Member |
| Mr | Dok Domar | Deputy Director, the Department of Water Supply for Rural Area, the Ministry of Rural Development  | Member |
| Mr | Ouk Vibol | Deputy Director, the Department of Fishery Conservation, the Ministry of Agriculture Forestry and Fishery  | Member |
| Mr | Sam Khandy | Member of the Secretariat for Economic Land Concession, the Ministry of Environment | Member |